

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Immigration Office/Agency Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to support [Applicant's Name] in their application for immigration to Ghana. I have known [Applicant's Name] for [duration] and can attest to their character, determination, and ability to contribute positively to the community in Ghana.

[Provide specific examples of the applicant's skills, contributions, or experiences that demonstrate their potential value in Ghana.]

I respectfully request that you consider [Applicant's Name] for immigration approval. Should you require any additional information, please do not hesitate to contact me.

Thank you for your attention and consideration.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]