

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]

[Date]  
[Recipient's Name]  
[Title]  
[Organization Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: GX Visa Application for Non-Profit Work

I am writing to formally request the issuance of a GX visa to allow me to participate in [specific non-profit program or project] organized by [Organization Name].

I am [your current position/role] with [your organization/company] and have been involved in [briefly describe your experience relevant to the non-profit work]. This opportunity to work with [Organization Name] is crucial for [explain the purpose, goals, and significance of the project].

Throughout my time with [your organization/company], I have developed [mention skills or achievements that are relevant]. I believe that my involvement in this project will not only benefit [target community or cause] but also foster a rich exchange of ideas and cultural understanding.

I have attached [mention any supporting documents, such as your resume, project proposal, or letters of recommendation] to further demonstrate my qualifications for this position.

Thank you for considering my application. I look forward to the opportunity to contribute to [specific community or project] and to make a positive impact through non-profit work.

Sincerely,

[Your Name]  
[Your Title/Job Position]  
[Your Organization Name] (if applicable)