

[Your Name]
[Your Position]
[Your Company/Organization]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient Position]
[Recipient Company/Organization]
[Recipient Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to wholeheartedly recommend [Applicant's Name] for the H-1B visa. As [his/her/their] [relationship to applicant, e.g., supervisor, professor, etc.] at [Your Company/Organization], I have had the pleasure of working with [him/her/them] for [duration] and have been consistently impressed with [his/her/their] skills and contributions.

[Provide a brief overview of the applicant's qualifications, skills, and relevant experience. Include specific examples of projects or achievements that demonstrate [his/her/their] capabilities.]

[Discuss the importance of the applicant's specialized knowledge and how it aligns with the needs of your organization. Mention any specific contributions that the applicant has made that are critical to the organization's success.]

I believe that [Applicant's Name] possesses the unique skill set and dedication necessary to thrive in [his/her/their] field. [He/She/They] will be an invaluable asset to any team, especially in [mention specific areas or projects related to the new role].

I strongly support [his/her/their] application for the H-1B visa and am confident that [he/she/they] will continue to excel and contribute positively to [his/her/their] field of expertise. Should you require any further information, please feel free to contact me.

Thank you for considering this recommendation.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Position]
[Your Company/Organization]