

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

Dear [Recipient Name],

Subject: Support Letter for Hong Kong Visa Application

I am writing to provide my support for [Applicant's Name] in their application for a Hong Kong visa. I am [Your Relationship to Applicant, e.g., a colleague, family member, etc.], and I am pleased to affirm that [Applicant's Name] is applying for a visa to [State Purpose of Visit, e.g., business, tourism, family visit, etc.].

[Provide a brief background about yourself and your relationship with the applicant, including how long you have known them and any relevant details that support your endorsement.]

During their stay in Hong Kong, [Applicant's Name] will be [Describe planned activities, events, or purposes of visit]. I assure you that [he/she/they] will adhere to all local laws and regulations during [his/her/their] time in Hong Kong.

Should you require any further information or if there are any questions, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for considering this application.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Title/Position, if applicable]