

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

[Consulate or Embassy Name]
[Consulate or Embassy Address]
[City, State, Zip Code]

Subject: Character Reference for [Applicant's Name] - HN Visa Application

Dear [Consulate or Embassy Officials],

I am writing to provide my support for [Applicant's Name] in their HN visa application. I have known [Applicant's Name] for [duration of acquaintance] and can attest to their character and professional capabilities.

[Insert a brief description of your relationship with the applicant, including context such as how you met and your interactions.]

During the time I have known [Applicant's Name], they have consistently demonstrated [positive traits such as integrity, dedication, professionalism, etc.]. I have been particularly impressed by their [specific examples of their skills or character that are relevant to the visa application, such as work ethic, teamwork, leadership abilities, etc.].

[Include any relevant experiences you have shared or witnessed that showcase the applicant's qualifications or suitability for the visa.]

I firmly believe that [Applicant's Name] will be a valuable asset, and their contributions will have a positive impact in [mention the relevant field or community].

Thank you for considering this reference as part of [Applicant's Name]'s visa application. Please feel free to contact me at [your phone number or email] should you require any further information.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Position/Title, if applicable]
[Your Company/Organization, if applicable]
[Your Relationship to the Applicant]