

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

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

Dear [Recipient's Name],

I am writing to formally request the consideration of an H-2B visa for [name of the foreign worker(s)] to assist our company with [specific project or need] during the upcoming peak season.

[Provide a brief background of your company and the need for foreign workers. Explain the specific job duties and the timeframe for employment.]

We have made efforts to recruit U.S. workers for this position but have been unable to fill the roles adequately. [Include any details on recruitment efforts made.]

We believe that [name of the foreign worker(s)] possess the necessary skills and experience to [contribute to the project or company].

We appreciate your attention to this matter and look forward to your positive response regarding our H-2B visa request.

Thank you for your consideration.

Sincerely,

[Your Name]
[Your Job Title]
[Company/Organization Name]