

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

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

Dear [Recipient's Name],

I am writing to formally express my intention to sponsor [Applicant's Name] for immigration to the United States. As [describe your relationship to the applicant], I believe that [he/she/they] possess the qualities and skills that will contribute positively to our society. [Provide details about the applicant's background, skills, and contributions they could make in the U.S. Include reasons for sponsorship.]

I understand the responsibilities involved in sponsorship and am committed to supporting [Applicant's Name] throughout the immigration process. [Briefly explain your financial or emotional support plan.] Thank you for considering this sponsorship application. Please feel free to contact me if you need any further information or documentation.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Title (if applicable)]
[Your Relationship to the Applicant]