

[Your Name]
[Your Address]
[City, Postal Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Address]
[City, Postal Code]

Dear [Recipient's Name],

RE: Immigration Sponsorship for [Beneficiary's Full Name]

I am writing to formally sponsor [Beneficiary's Full Name], who is applying for a [specific visa type, e.g., Skilled Worker Visa] to come to the United Kingdom. I am a [Your Relationship to Beneficiary, e.g., employer, family member, etc.] and I am willing to provide support as required by the UK immigration authorities.

[Beneficiary's Full Name] was born on [Beneficiary's Date of Birth] in [Beneficiary's Country of Birth] and holds a passport number [Beneficiary's Passport Number]. They intend to work as a [Job Title/Position] with [Company Name], which is located at [Company Address].

I am committed to ensuring that [Beneficiary's Name] will be able to sustain themselves during their stay in the UK, and I assure you that I will provide them with the necessary financial support and accommodation. Please find enclosed the required documentation to support this sponsorship, including [list documents, e.g., my bank statements, proof of employment, relationship evidence, etc.].

I understand the responsibilities involved in sponsoring an individual under UK immigration rules and am fully prepared to comply with these requirements.

Thank you for considering this sponsorship application. Should you require any further information, please do not hesitate to contact me.

Yours sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Job Title (if applicable)]
[Company Name (if applicable)]