

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

[Consulate General of Japan]
[Consulate Address]
[City, State, Zip Code]

Subject: Financial Support Letter for [Applicant's Full Name]

Dear Sir/Madam,

I, [Your Full Name], residing at [Your Address], am writing to confirm my financial support for [Applicant's Full Name] during their visit to Japan from [Start Date] to [End Date].

I am currently employed as [Your Job Title] at [Your Company Name] and can provide the necessary financial assistance to cover all expenses including travel, accommodation, and daily living expenses during their stay.

The funds required for the trip amount to approximately [Total Amount] and I assure you that I have sufficient financial resources to support [Applicant's Name]. Attached are documents demonstrating my financial capability, including bank statements and proof of income.

Should you require any further information or documentation, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Thank you for considering this letter as part of [Applicant's Full Name] visa application.

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]