

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

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

Subject: Visa Support Letter for [Visitor's Name]

Dear Sir/Madam,

I am writing to support the visa application of [Visitor's Name], who is applying for a [type of visa] to visit me in [City, Country] from [start date] to [end date]. I am a [your status in the country, e.g., citizen, permanent resident] residing at [your address].

[Visitor's Name] is my [relationship to the visitor, e.g., friend, family member], and we plan to [describe planned activities, e.g., visit various attractions, attend an event, etc.]. During their stay, I will be responsible for [mention financial support, accommodation, etc.].

Please find the following details regarding [Visitor's Name]:

- Full Name: [Visitor's Full Name]
- Date of Birth: [Visitor's Date of Birth]
- Passport Number: [Visitor's Passport Number]
- Nationality: [Visitor's Nationality]

I respectfully request that you consider this letter when reviewing [Visitor's Name]'s visa application.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]