

[Your Name]
[Your Title/Position]
[Your Organization/Company]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Recipient's Organization]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to recommend [Applicant's Name] for the JW visa program. [He/She/They] has demonstrated exceptional [skills/qualities] in [specific areas of expertise or experience], making [him/her/them] a strong candidate for this opportunity.

During [his/her/their] time at [Your Organization/Company], [Applicant's Name] has [describe the work/project and the applicant's contributions]. [He/She/They] consistently [mention specific achievements or skills].

I am confident that [Applicant's Name] will contribute positively during [his/her/their] time in the JW program and uphold the values and standards expected of participants.

Thank you for considering this recommendation. Please feel free to contact me at [your phone number] or [email address] if you require any further information.

Sincerely,

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