

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

[Recipient Name]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]

Subject: Work Visa Application Support

Dear [Recipient Name],

I hope this letter finds you well. I am writing to formally request your assistance in my application for a work visa to Kuwait. I have recently been offered a position with [Company Name] as a [Job Title], and I am excited about the opportunity to contribute to your team.

To facilitate my visa application, I would appreciate if you could provide a formal letter of support outlining the following details:

1. Confirmation of my employment offer, including my job title and the date my employment is expected to commence.
2. A brief description of my job responsibilities and how they align with the company's goals.
3. A statement affirming that the company is sponsoring my work visa application.

The letter should be printed on [Company Name] letterhead and signed by an authorized representative of the company.

Thank you for your support in this matter. I look forward to your prompt response.

Sincerely,

[Your Name]  
[Your Job Title (if applicable)]  
[Company Name (if applicable)]