

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

[Recipient's Name]  
[Recipient's Title/Position]  
[Recipient's Institution/Company Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to recommend [Applicant's Name] for the LZ visa application. I have had the pleasure of knowing [Applicant's Name] for [duration] as [his/her/their] [relationship to the applicant, e.g., supervisor, professor, colleague, etc.].

[Paragraph detailing the applicant's qualifications, skills, and achievements relevant to the visa application. Include specific examples that highlight the applicant's suitability.]

In addition to [his/her/their] professional skills, [Applicant's Name] demonstrates notable qualities such as [mention soft skills, character traits, etc.]. [Provide an example related to these qualities that further supports your recommendation.]

I strongly believe that granting [Applicant's Name] the LZ visa will not only benefit [him/her/them] personally but also contribute positively to [mention the relevant field, institution, or community].

Please feel free to contact me at [your phone number] or [your email address] if you require any further information or clarification regarding my recommendation.

Thank you for considering this application.

Sincerely,

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