

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

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

Subject: Support Letter for Visa Application

Dear Sir/Madam,

I am writing to support [Applicant's Name], who is applying for a [type of visa, e.g., tourist visa, student visa] for [mention duration] to [destination country]. I am [your relationship to the applicant, e.g., a friend, family member, employer], and I would like to provide the following information to assist with their application.

[Provide background information about the applicant, including their purpose of visit, plans while in the country, and any relevant ties to their home country.]

I assure you that [Applicant's Name] will comply with all laws and regulations during their stay, and I will be [mention any responsibility or support you will provide, such as accommodation or financial support]. Please feel free to contact me at [your email] or [your phone number] should you require any further information.

Thank you for considering this application.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]