

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

[Recipient's Name]  
[Recipient's Title/Position]  
[Company/Organization Name]  
[Company Address]  
[City, State, ZIP Code]

Subject: No Objection Certificate for Visa Application

Dear [Recipient's Name],

I am writing to formally state that I have no objection to [Applicant's Name] applying for a [type of visa] visa to [Destination Country] for the purpose of [reason for the visit, e.g., tourism, business, study, etc.]. [Applicant's Name] is [brief description of your relationship to the applicant, e.g., a family member, employee, etc.], and I can confirm that they have my full support in their endeavors.

Please feel free to contact me at [your phone number] or [your email address] should you require any further information or clarification regarding this matter.

Thank you for your attention to this letter.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]  
[Your Position/Title (if applicable)]