

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

National Visa Center

31 Rochester Ave. Suite 200

Portsmouth, NH 03801-2909

Subject: Immigration Letter for NVC Submission

To Whom It May Concern,

I, [Your Full Name], am writing to submit the necessary documentation for my immigration application under case number [Case Number]. This letter serves to provide an overview of my situation and clarify any relevant details as required by the NVC.

I am seeking to sponsor my [relationship, e.g., spouse, child, parent], [Beneficiary's Full Name], who is currently residing at [Beneficiary's Address]. As per the requirements, I have attached the following documents:

1. Form I-864 (Affidavit of Support)
2. Copy of my [tax returns, pay stubs, etc.]
3. Proof of relationship (e.g., marriage certificate, birth certificate)
4. Any additional supporting documents

Our intention is to ensure a smooth and timely processing of [Beneficiary's Name]'s immigration application. Should you require any more information or additional documentation, please do not hesitate to contact me at the phone number or email listed above.

Thank you for your attention to this matter.

Sincerely,

[Your Signature (if mailing)]

[Your Printed Name]

[Your Immigration Status]