

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

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

Subject: Sponsorship for RJ Visa Application

Dear [Recipient's Name],

I am writing to formally request your support in sponsoring my RJ visa application. As you know, I am [briefly describe your position and relationship to the organization, e.g., an employee, intern, etc.].

In order to continue contributing to [Company/Organization Name] and its objectives, it has become necessary for me to obtain an RJ visa. This visa will allow me to [explain the purpose of the visa and how it relates to your work and goals].

I am fully committed to complying with all the requirements needed to secure this visa and am happy to provide any necessary documentation. Your sponsorship would not only assist in fulfilling these requirements but also affirm the mutual goals we share at [Company/Organization Name]. Thank you for considering my request. I am looking forward to your positive response and am available to discuss any details further.

Sincerely,

[Your Name]
[Your Job Title]
[Your Department]