

[Your Name]
[Your Title/Position]
[Your Organization]
[Your Organization's Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

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

Dear [Recipient's Name],

I am writing to recommend [Applicant's Name] for the RJ visa. I have had the pleasure of [working with/knowing] [Applicant's Name] for [duration] in my capacity as [your position] at [your organization].

During this time, I have been consistently impressed by [his/her/their] [skills/attributes, e.g., dedication, expertise, passion]. [Provide specific examples of the applicant's work and contributions that support the visa application].

[Applicant's Name] has showcased exceptional [mention relevant skills or qualities], and [his/her/their] work has significantly [impact or outcomes of the applicant's contributions]. I firmly believe that [he/she/they] embodies the qualities necessary for the RJ visa, and will utilize this opportunity to further [his/her/their] professional development and contribute positively to [mention relevant field/community].

I highly recommend [Applicant's Name] for the RJ visa and believe [he/she/they] will be an asset to [his/her/their] host community. Should you require any further information or insights, please feel free to contact me at [your phone number] or [your email address].

Thank you for considering this application.

Sincerely,

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