

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

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

Dear [Consul/Embassy Officer's Name],

I am writing to recommend [Applicant's Full Name] for a visa to Rwanda. I have had the pleasure of knowing [him/her/them] for [duration] as [his/her/their] [relationship, e.g., employer, professor, etc.]. During this time, I have witnessed [his/her/their] [insert qualities, e.g., dedication, professionalism], which I believe will greatly contribute to [their purpose in Rwanda, e.g., business trip, study, etc.]. [Provide specific examples of the applicant's relevant skills or experiences].

[Applicant's Full Name] is a responsible individual who respects the laws and customs of foreign countries. I am confident that [he/she/they] will adhere to all regulations during [his/her/their] time in Rwanda.

I fully endorse [his/her/their] application for a visa and kindly ask that you give [him/her/them] your utmost consideration. Should you have any questions, please feel free to contact me at [your phone number] or [your email address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Position/Title]
[Your Company/Organization, if applicable]