

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

[Recipient Name]
[Recipient Position]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to [briefly state the purpose of the letter, e.g., "support the application for the RZ visa for [Applicant's Name]"].

[Provide a brief introduction of yourself and your organization, if applicable.]

[Detail the qualifications, experiences, and reasons why the applicant is suitable for the RZ visa. Highlight any relevant skills, projects, or achievements. Include specific examples to support your statements.]

[Conclude with a strong endorsement of the applicant, expressing confidence in their abilities and potential contributions.]

Thank you for considering this application. Should you require any further information or clarification, please do not hesitate to contact me.

Sincerely,

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