

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

[Recipient Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request support for my TN visa application as a [Professional Title] under the United States-Mexico-Canada Agreement (USMCA). I have been offered a position at [Company Name] as a [Job Title], effective [Start Date].

The specifics of my role include:

- [Responsibility 1]
- [Responsibility 2]
- [Responsibility 3]

I meet the educational and professional criteria required for this position, as I hold a [Your Degree] from [Your University] and have [Number] years of experience in [Your Field/Industry].

Enclosed with this letter are my supporting documents, including my resume, degree certificates, and any additional materials that demonstrate my qualifications.

I appreciate your assistance in this matter and your support in processing my TN visa application. Please feel free to contact me if you need any further information.

Thank you for your attention to this matter.

Sincerely,

[Your Name]
[Your Job Title]
[Company Name] (if applicable)