

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

U.S. Customs and Border Protection

[Specific Port of Entry]
[Port Address]
[City, State, Zip Code]

Subject: TN Visa Application Support Letter for [Employee's Name]

Dear Sir/Madam,

I am writing to confirm that [Employee's Name] is employed by [Your Company] as a [Job Title] and is applying for a TN visa under the United States-Mexico-Canada Agreement (USMCA).

[Employee's Name] is a national of Mexico and holds a [Degree] in [Field of Study] from [University Name]. [He/She/They] has been employed with us since [Start Date] and has consistently contributed to [briefly describe the employee's role and responsibilities].

[Include a brief description of the company and the nature of the business, along with how the position fits into the company's goals.]

The specific duties of [Employee's Name] as a [Job Title] include:

- [Duty 1]
- [Duty 2]
- [Duty 3]

These responsibilities align with the professional activities outlined in the TN visa requirements, specifically under the [specific profession category].

We support [Employee's Name]'s application for a TN visa and believe [he/she/they] fulfills the qualifications required for this role. Should you require any additional information, please do not hesitate to contact me.

Thank you for your consideration of [Employee's Name]'s application.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Title]
[Your Company]