

[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],

Subject: Letter of Intent for TN Visa Application

I am writing to express my intent to apply for a TN Visa under the United States-Mexico-Canada Agreement (USMCA). I have been offered a position as [Job Title] at [Company Name], where I will be responsible for [brief description of job responsibilities].

My qualifications for this position include [mention your relevant degrees, certifications, and professional experience]. I believe my skills in [mention relevant skills] will contribute significantly to [Company Name's] goals and objectives.

I look forward to completing the necessary steps for my TN Visa application and joining [Company Name] to deliver quality [services/products].

Thank you for your support in this matter.

Sincerely,

[Your Name]
[Your Title if applicable]