

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

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

Subject: Reference Letter for [Applicant's Name]

Dear Sir/Madam,

I am writing to support the visa application of [Applicant's Name], who is applying for a visa to the United Arab Emirates. I have known [Applicant's Name] for [duration of your relationship] as [your relationship, e.g., a colleague, friend, etc.], and I can attest to their character and intentions.

[Provide a brief paragraph about the applicant's background, profession, and why they are traveling to the UAE. Include any pertinent details that support their application.]

[Optional: Mention any specific plans the applicant has in the UAE, such as business meetings, attending events, or visiting family.]

I am confident that [Applicant's Name] will adhere to all laws and regulations while in the UAE and will return to [Applicant's home country] upon completion of their visit.

Please do not hesitate to contact me at [your phone number] or [your email address] should you require any further information or clarification.

Thank you for considering this reference letter in support of [Applicant's Name]'s visa application.

Yours sincerely,

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