

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

U.S. Department of State

[Specific Consulate or Embassy Address]
[City, Country]

Subject: Sponsorship for [Family Member's Full Name]

Dear Consular Officer,

I, [Your Full Name], am a [Your Status in the U.S. (e.g., U.S. citizen, lawful permanent resident)] residing at [Your Address]. I am writing to formally sponsor my [relationship to the family member, e.g., brother, sister, parent], [Family Member's Full Name], who is applying for a visa to visit/stay in the United States.

[Include details about your relationship with the family member, their background, and why they are applying for the visa.]

I affirm my commitment to providing financial support and ensuring that [Family Member's Name] will not become a public charge during their stay. I have attached [list any necessary documents you are including, such as proof of income, tax returns, etc.].

Thank you for considering this sponsorship. If you require any further information or documentation, please feel free to contact me at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]