

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Consulate/Embassy Name]  
[Consulate/Embassy Address]  
[City, State, ZIP Code]

Dear Sir/Madam,

Subject: Sponsorship Letter for Visitor Visa

I, [Your Full Name], am writing this letter to formally sponsor [Visitor's Full Name], who is applying for a visitor visa to [Country] to visit me from [Start Date] to [End Date].

I am a [Your Occupation/Position] residing in [City, State]. I have been living here for [number of years/months] and am a [Citizen/Permanent Resident] of [Country].

During [Visitor's Full Name]'s visit, I will ensure that all expenses related to their stay, including accommodation, food, and travel, are fully covered.

[Visitor's Full Name] is my [relation, e.g., cousin, friend, etc.], and our relationship has been a significant part of my life. The purpose of the visit is to [briefly explain reason for visit, e.g., tourism, family gathering, etc.].

I assure you that [Visitor's Full Name] will return to [Home Country] before the visa expiration date.

Attached are copies of my identification, proof of residency, and any additional supporting documents for your reference.

Thank you for considering this sponsorship.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]