

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Address of the Visa Application Center or Embassy]
[City, State, Zip Code]

Subject: Support Letter for Visa Application

Dear [Recipient's Name],

I am writing to provide support for [Applicant's Name]'s visa application. [He/She/They] is applying for a [type of visa] to visit [Country/City] for [duration of stay] from [start date] to [end date] for the purpose of [reason for visit, e.g., tourism, business, study]. [Provide a brief introduction about the applicant, their relationship to you, and any relevant details, such as their status, occupation, or purpose of travel.]

During [his/her/their] stay in [Country/City], I will be [describe your role, e.g., hosting, providing accommodation, etc.]. I assure you that [he/she/they] will return to [his/her/their] home country after the visit as [he/she/they] has [reasons to return, e.g., family, job commitments]. Please find attached necessary documents that support this application. Should you require any further information or clarification, please do not hesitate to contact me.

Thank you for considering this application.

Sincerely,

[Your Name]
[Your Signature (if sending a hard copy)]
[Your Title/Occupation (optional)]