

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

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

Subject: Visa Application Support Letter

Dear Sir/Madam,

I am writing to support the visa application of [Applicant's Full Name], who is applying for a [Type of Visa] to [Country] for the purpose of [Reason for Travel, e.g., tourism, business, study].

I am [Your Relationship to the Applicant, e.g., friend, family member, employer] and have known [Applicant's Name] for [Duration]. [Briefly explain the nature of your relationship, including any relevant details that can support the application].

[Applicant's Name] intends to travel to [Country] from [Start Date] to [End Date]. During this period, [he/she/they] will be staying at [Accommodation Details, if applicable] and will be involved in [Activities planned, e.g., meetings, tourism, education].

I confirm that [Applicant's Name] has sufficient funds to cover [his/her/their] expenses during the trip and will return to [Home Country] after the visit. I am willing to provide any further support or information as required by your office.

Thank you for considering this application. Please do not hesitate to contact me for any additional information.

Sincerely,

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