

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

[Recipient's Name]  
[Recipient's Title]  
[Organization Name]  
[Address]

[City, State, Zip Code]

Subject: Financial Support Letter for Visa Application

Dear [Recipient's Name],

I am writing to provide financial support documentation for [Applicant's Name], who is applying for a [type of visa] visa to [country]. As [his/her/their] [relationship to applicant, e.g., parent, spouse, employer], I am pleased to confirm that I will be financially supporting [him/her/them] during [his/her/their] stay in [country].

[Optional: Briefly explain your financial situation, including income and resources.]

I assure you that I have sufficient funds to cover [Applicant's Name]'s expenses, including travel, accommodation, and other living costs, throughout [his/her/their] stay.

Please find attached copies of my financial documents, including [list of attached documents, e.g., bank statements, employment verification, tax returns].

If you require any further information or documentation, please feel free to contact me via phone at [your phone number] or via email at [your email address].

Thank you for considering this letter as part of [Applicant's Name]'s visa application.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]