

[Your Company's Letterhead]

[Date]

[Recipient's Name]

[Recipient's Title]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Employer Support for Work Permit Application for [Employee's Name]

I am writing to express my strong support for [Employee's Name], who is applying for a work permit to [specific location, if applicable]. As the [Your Position] of [Company Name], I can attest to [Employee's Name]'s skills and contributions to our organization.

[Employee's Name] has been employed at [Company Name] since [start date] as a [Job Title]. During this time, they have demonstrated [specific skills, qualities, or achievements relevant to their role and work permit application].

Our company is committed to [briefly describe company values or goals], and [Employee's Name]'s expertise in [specific area or field] is crucial to achieving these objectives. We believe that granting [him/her/them] a work permit will not only benefit our organization but also contribute positively to the [industry/community].

Please feel free to contact me at [your phone number] or [your email address] should you require any additional information or clarification regarding [Employee's Name]'s employment and role at our company.

Thank you for considering this application. We look forward to a favorable response.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Phone Number]

[Email Address]