

[Your Company Letterhead]

[Date]

[Consulate/Embassy Name]

[Consulate/Embassy Address]

[City, State, Zip Code]

Subject: Sponsorship Letter for YB Visa Application

Dear Sir/Madam,

I am writing to confirm that [Applicant's Full Name], holding passport number [Passport Number], is currently employed with [Your Company Name] as [Job Title]. This letter serves as a sponsorship for [his/her/their] YB visa application.

[Applicant's Full Name] has been working with us since [Employment Start Date], and [he/she/they] has consistently demonstrated exceptional skills and dedication in [briefly mention the applicant's responsibilities or achievements relevant to the visa application].

As [his/her/their] employer, we fully support [his/her/their] application for a YB visa. [He/She/They] will be traveling to [Destination Country] for [purpose of travel, e.g., business meetings, conferences, training] from [Start Date] to [End Date]. We assure you that [Applicant's Full Name] will return to [Home Country] after the completion of this trip.

Please feel free to contact me at [Your Phone Number] or [Your Email Address] should you require any further information.

Thank you for considering this application.

Sincerely,

[Your Name]

[Your Job Title]

[Your Company Name]

[Company Address]

[City, State, Zip Code]