

[Your Name]
[Your Title/Position]
[Your Company/Organization]
[Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Consulate/Embassy Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to support the application of [Applicant's Name] for a ZN visa to [Country/Region]. As [Your Relationship to the Applicant, e.g., employer, supervisor, etc.], I can attest to [Applicant's Name]'s qualifications and the necessity of their presence in [Country/Region] for [specific purpose, e.g., work, training].

[Insert a brief paragraph detailing the applicant's role, responsibilities, and contributions to the organization.]

The ZN visa will enable [Applicant's Name] to [explain the importance of the visa for the applicant's work and the organization's needs]. We are committed to ensuring compliance with local laws and regulations during their stay.

Thank you for considering this application. Should you require any further information or documentation, please do not hesitate to contact me.

Sincerely,

[Your Name]
[Your Title/Position]
[Your Company/Organization]