

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

[Recipient's Name]
[Recipient's Title/Position]
[Company/Organization Name]
[Company Address]
[City, State, Zip Code]

Subject: Financial Support Letter for ZN Visa Application

Dear [Recipient's Name],

I am writing to provide a financial support letter as part of the application for a ZN visa for [Applicant's Full Name], who is seeking to [purpose of travel/work in China].

I confirm that I am [your relationship to the applicant] and I will provide financial support for [his/her/their] stay in China. I understand the financial obligations required during [his/her/their] time there and assure you that I will cover the following expenses:

- Accommodation
- Living expenses
- Transportation
- Health insurance

I have attached my financial statements, including bank statements and employment verification, to demonstrate my ability to support [Applicant's Name] during [his/her/their] stay.

Please feel free to contact me at [your phone number] or [your email address] for any further information or clarification.

Thank you for considering this letter as part of the visa application.

Sincerely,

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