

[Your Name]  
[Your Position]  
[Your Company/Organization]  
[Company Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient Name]  
[Recipient Position]  
[Recipient Company/Organization]  
[Recipient Address]  
[City, State, ZIP Code]

Dear [Recipient Name],

I am writing to recommend [Applicant's Name] for a ZN visa. As [his/her/their] [relationship to the applicant, e.g., supervisor, colleague], I have had the pleasure of working with [Applicant's Name] at [Company/Organization Name] for [duration].

During this time, [he/she/they] has demonstrated exceptional skills in [specific skills or qualifications], which have greatly contributed to [specific achievements or projects]. [His/Her/Their] dedication and work ethic are truly commendable, and [he/she/they] consistently exceeds expectations.

I believe that [Applicant's Name] would be a valuable asset in [country/region related to ZN visa], and I fully support [his/her/their] application for a ZN visa.

Please feel free to contact me at [your phone number] or [your email address] if you require any further information.

Sincerely,

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