

[Your Company Letterhead]

[Date]

[Recipient Name]

[Recipient Address]

[City, State, Zip Code]

Dear [Recipient Name],

Subject: Support Letter for ZR Visa Application

I am writing to confirm that [Employee's Name] has been employed with [Company Name] since [Start Date] as a [Job Title]. This letter serves to support their application for a ZR visa to work in [Country].

[Employee's Name] has demonstrated exceptional skills and contributions in [specific areas or projects]. Their employment with us is critical as we [explain the importance of their role and how it contributes to the company].

We kindly request that you process their ZR visa application at your earliest convenience to enable [Employee's Name] to fulfill their responsibilities effectively.

Should you require any further information, please do not hesitate to contact me at [Your Phone Number] or [Your Email Address].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Company Phone Number]

[Company Email Address]