

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

[Recipient's Name]  
[Recipient's Position]  
[Embassy/Consulate Name]  
[Embassy/Consulate Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Support Letter for NZ Visa Application

I hope this letter finds you well. My name is [Your Name], and I am writing to support the visa application of [Applicant's Name], who is applying for a [specific visa type, e.g., Visitor Visa] to New Zealand. I am a [Your Relationship to Applicant, e.g., friend, family member, employer] and have known [Applicant's Name] for [duration of acquaintance]. [He/She/They] is planning to visit New Zealand from [start date] to [end date] for [purpose of visit, e.g., tourism, business meetings].

During [his/her/their] stay, [Applicant's Name] will be residing at [address where the applicant will stay]. I am committed to ensuring that [he/she/they] will have a safe and enjoyable visit. I will also provide financial support if necessary.

Please feel free to contact me should you require any further information or clarification regarding this matter.

Thank you for considering [Applicant's Name]'s visa application.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]