

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

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

Dear [Recipient's Name],

I am writing this letter to provide a reference for [Family Member's Name], who is applying for immigration to [Country]. I have known [him/her/them] for [duration of your relationship] and can attest to [his/her/their] character, work ethic, and commitment to [his/her/their] family and community.

[Family Member's Name] is a [describe their occupation, education, or skills] and has always shown [positive traits, e.g., responsibility, kindness, dedication]. [Provide an example or two highlighting these attributes].

I believe that [his/her/their] presence in [Country] will not only benefit [his/her/their] family but also contribute positively to the community. [Include any relevant details about the family dynamics, support system, or community involvement].

I fully support [Family Member's Name]'s immigration application and am confident that [he/she/they] will uphold the values of your great country.

Thank you for considering this reference. Please feel free to contact me at [your phone number or email] should you require any further information.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]