

From:

[Applicant Full Name]

[Applicant Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

To:

[Beneficiary Full Name]

[Beneficiary Address]

[City, State, Zip Code]

Subject: Letter of Support for [Purpose/Application Type]

Dear [Name of Recipient or Authority],

I, [Applicant Full Name], am writing this letter to formally support the application of [Beneficiary Full Name]. I have known the beneficiary for [Number] years in my capacity as [Relationship, e.g., Employer, Professor, Family Member].

During our time together, [Beneficiary Full Name] has demonstrated outstanding qualities such as [Quality 1], [Quality 2], and [Quality 3]. I believe they are an excellent candidate for [Specific Program/Visa/Grant] because of their dedication to [Field/Task].

Furthermore, I am prepared to provide [Mention Specific Support, e.g., Financial Sponsorship, Housing, or Mentorship] to ensure the success of [Beneficiary Full Name] during their time in [Location/Program].

Please feel free to contact me if you require any additional information or documentation regarding this application.

Sincerely,

[Signature]

[Applicant Printed Name]