

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

To Whom It May Concern,

Subject: Sponsorship for [Employee Full Name]

This letter is to confirm that [Bank Name] is sponsoring [Employee Full Name] for their [Visa Category, e.g., H-1B / Skilled Worker] immigration application.

[Employee Full Name] has been employed with [Bank Name] since [Start Date] in the position of [Job Title]. Their current annual salary is [Salary Amount], and they are a full-time, permanent employee.

We confirm that [Bank Name] will be responsible for all costs associated with the employee's sponsorship and employment. Furthermore, we guarantee that the employee has sufficient funds to support themselves during their stay, and [Bank Name] will ensure the employee has access to [Amount, if specific funds are required] for their initial maintenance.

Our bank holds [Bank License Number/Registration Details] and we remain committed to complying with all immigration regulations and reporting requirements.

Should you require any further information, please contact our Human Resources department at [Phone Number] or [Email Address].

Sincerely,

[Signature]
[Name of Authorized Signatory]
[Title/Position]
[Bank Name Stamp/Seal]