

Visa Sponsorship Confirmation

Date: [Insert Date]

[Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to confirm our intention to sponsor your visa application for employment purposes with [Company Name]. This letter serves as a formal acknowledgment of our commitment to support you in obtaining the necessary work authorization for your role as [Job Title] within our organization.

As discussed, your employment with us will commence on [Start Date], and your responsibilities will include [Brief Description of Job Responsibilities]. We believe that your skills and experience will be a valuable addition to our team.

Please ensure that you submit all required documents and information to facilitate the visa application process. Our HR department will assist you in any way necessary throughout this process.

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

We look forward to welcoming you to [Company Name] and wish you all the best in your visa application process.

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[City, State, Zip Code]