

Letter of Sponsorship Endorsement

[Your Name]

[Your Position]

[Your Institution]

[Institution Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Conference/Seminar Organizer's Name]

[Organization's Name]

[Organization's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally endorse [Name of the Student/Researcher] for sponsorship to attend the [Conference/Seminar Name] taking place from [Start Date] to [End Date] in [Location]. As [his/her/their] [advisor/professor/supervisor] at [Your Institution], I have been closely working with [him/her/them] on [describe the area of research or study].

I believe that participating in this [conference/seminar] will greatly benefit [him/her/them] by providing valuable exposure and networking opportunities in the field of [specific field or subject]. Furthermore, [his/her/their] research on [briefly describe the topic] aligns perfectly with the themes covered in this event.

I fully support [his/her/their] application for sponsorship and am confident that [he/she/they] will represent our institution with excellence. Thank you for considering this endorsement.

Best regards,

[Your Signature] (if sending a hard copy)

[Your Name]