

# Employment-Based Immigration Sponsorship Letter

Date: [Insert Date]

[Employee's Name]

[Employee's Address]

[City, State, Zip Code]

Dear [Employee's Name],

We are pleased to inform you that [Company Name] is willing to provide employment-based immigration sponsorship for you. We believe that your skills and contributions to our team are valuable, and we would like to assist you in obtaining the necessary visa to continue your employment with us.

Details of the Sponsorship:

- Position: [Job Title]
- Department: [Department Name]
- Job Responsibilities: [Brief Description of Job Duties]
- Employment Start Date: [Start Date]

We will support your application for [Type of Visa] and will provide the necessary documents and information required by the United States Citizenship and Immigration Services (USCIS).

Please feel free to reach out to [Contact Person's Name] at [Contact Person's Email/Phone Number] if you have any questions regarding this sponsorship process.

We look forward to continuing our partnership and are excited about your future contributions to [Company Name].

Sincerely,

[Your Name]

[Your Job Title]

[Company Name]

[Company Address]

[City, State, Zip Code]