

Sender's Name
Sender's Address
City, State, Zip Code
Phone Number
Email Address

DATE

Recipient's Name
Recipient's Address
City, State, Zip Code

To Whom It May Concern:

I am pleased to write this letter on behalf of my longtime friend [Friend's Name], who just recently applied to immigrate to our country.

My name is [Sender's Name] and it's been a real privilege to know [Friend's Name] for the last 4 years. I consider him a respectable businessman and great friend. I met him just over 4 years ago while working with him in Thailand. Through his generosity and kindness, he willingly accommodated me while staying in the country and treated me like family.

After spending a good amount of time with [Friend's Name], I came to realize how zxcaring, hardworking, and thoughtful he is overall. [Friend's Name] family, on the other hand, has lived and worked in the U.S. for quite some time. However, due to other contractual commitments, [Friend's Name] could not join them here in the U.S. But, now that he has completed all his obligations successfully, [Friend's Name] is now free to join his family here in the states. He has been patiently waiting a very long time to unite with his lovely wife and three beautiful children.

I am happy to let you know how honest, dependable, peaceful, and conscientious [Friend's Name] is with everyone he meets. It is a great honor for me to know him and consider it a privilege to be his friend.

Please contact me if you need further information.

Sincerely,
Signature of Sender
Printed Name of Sender