

# Reference Letter for Permanent Residency Application (USA)

[Your Name]  
[Your Position/Title]  
[Company/Organization Name]  
[Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]

To Whom It May Concern,

I am writing to express my wholehearted support for the permanent residency application of [Applicant's Full Name]. I have had the pleasure of knowing and working with [Applicant's Name] for [duration] as [relationship, e.g., a colleague/supervisor/friend/community member], and I can confidently attest to [his/her/their] outstanding character, work ethic, and meaningful contributions to our community.

During the time I have known [Applicant's Name], [he/she/they] has consistently demonstrated professionalism, integrity, and dedication. [He/She/They] has made significant contributions to our organization by [briefly describe relevant accomplishments or job duties], showing remarkable initiative and commitment to excellence. Moreover, [Applicant's Name] is respected and well-liked by peers and supervisors alike.

Beyond [his/her/their] professional achievements, [Applicant's Name] is deeply involved in our local community, actively participating in [community organizations/volunteer activities/church/groups]. [He/She/They] has made a positive impact by [describe volunteer work, mentorship, or involvement], earning the appreciation and trust of many members of our community.

I strongly believe that granting [Applicant's Name] permanent residency in the United States would be a tremendous benefit not only for [him/her/them] but also for our society as a whole. [He/She/They] embodies the values of hard work, responsibility, and civic-mindedness that are so important in our country, and I have no doubt that [he/she/they] will continue to contribute meaningfully as a permanent resident.

Should you require any additional information or clarification, please feel free to contact me.

Sincerely,  
[Your Name]