

Reference Letter Sample for Permanent Residency Visa Application

Date: [Insert Date]

To: [Immigration Authority/Officer Name]

Address: [Immigration Office Address]

Subject: Reference Letter in Support of Permanent Residency Application for [Applicant's Full Name]

Dear Sir/Madam,

I am writing this letter to wholeheartedly recommend **[Applicant's Full Name]** in support of their application for permanent residency in **[Country]**. I have had the pleasure of knowing and working with **[Applicant's Name]** for **[Duration]** as their **[Relationship-e.g., employer, colleague, supervisor, community leader]** at **[Company/Organization Name]**.

During this time, **[Applicant's Name]** has consistently demonstrated exceptional professional skills, integrity, and commitment to both their work and community.

- **Professional Qualifications:** [Describe key achievements, roles, and contributions to the company/organization]
- **Personal Character:** [Highlight applicant's integrity, reliability, teamwork, and interpersonal skills]
- **Community Contributions:** [Mention any involvement in community service, volunteer work, or other contributions]

[Applicant's Name] has proven to be a valuable asset to our organization and the wider community. Their positive attitude, dedication, and willingness to help others are truly commendable. I am confident that granting them permanent residency will not only benefit **[Country]** but also enable **[Applicant]** to continue making meaningful contributions.

Please do not hesitate to contact me at **[Your Phone Number]** or **[Your Email]** if you require any further information.

Sincerely,

[Your Name]

[Your Position]

[Company/Organization Name]