

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Your Email Address]
[Date]

U.S. Citizenship and Immigration Services (USCIS)

[Office Address]
[City, State, ZIP Code]

To Whom It May Concern,

I am writing to strongly recommend [**Applicant's Name**] in support of his/her application for lawful permanent residency in the United States. I have had the privilege of knowing [**Applicant's Name**] for [**number**] years in my capacity as [**your role, for example, "employer," "friend," "neighbor," "mentor"**], and I can state without hesitation that he/she is a person of excellent character and outstanding personal qualities.

During the time I have known [**Applicant's Name**], I have witnessed his/her [**describe specific qualities, for example, "hard work and dedication," "honesty and integrity," "commitment to community and family"**]. He/she has proven to be reliable and responsible, always willing to help others and contribute positively to the community.

In his/her personal and professional life, [**Applicant's Name**] has demonstrated an admirable [**describe skills and achievements, for example, "work ethic," "problem-solving ability," "ability to work as part of a team"**]. These qualities have not only benefited those around him/her, but also indicate his/her potential to be a valuable member of society.

In addition, [**Applicant's Name**] has embraced core values of the United States, such as [**mention values like "respect," "tolerance," "dedication to work"**], and has shown a strong willingness to adapt and contribute to the well-being of his/her environment. I am confident that [**he/she**] will continue to demonstrate these qualities and make positive contributions in any community he/she becomes part of.

For all these reasons, I strongly recommend [**Applicant's Name**] for favorable consideration of his/her application for lawful permanent residency in the United States. I have no doubt that [**he/she**] will be a valuable and exemplary addition to this country.

I remain available to provide any additional information you may need. You may contact me at [**Your Phone Number**] or [**Your Email Address**].

Sincerely,

[Your Name]
[Your Signature]