

**EXAMPLE OF COMPANY LETTER OF SUPPORT**

February 20, 1999

Embassy of Zambia  
Consular Section  
Washington, DC

Dear Sir,

This letter is submitted in support of the visa application of John Jones,  
Marketing Director, South Africa, for (your company name)

Mr. Jones will be traveling to Zambia on March 9, 1999 and expects to be in the country for  
approximately 2 days. The purpose of this trip is to (state purpose of trip).

(company name) guarantees Mr. Jones morally and financially during his stay in your country.  
(company name) certifies that Mr. Jones is in possession of airline tickets and adequate funds to  
complete his tour and return to the United States.

Sincerely,

(signature)  
Someone other than the applicant