

John Doe
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Cityville, State 12345
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June 5, 2024

Admissions Office
ABC University
456 College Road
Townsville, State 67890

Subject: Statement of Sponsorship for Jane Doe

Dear Sir/Madam,

I am writing to formally confirm my intent to sponsor **Jane Doe**, passport number: X1234567, during her course of study at ABC University. As her parent, I am fully prepared to provide financial support for her tuition, living expenses, and all other costs associated with her education in the United States.

I am currently employed as a Senior Engineer at XYZ Corporation, and have sufficient funds available to cover these expenses. Attached, you will find my recent bank statements and proof of employment for your reference.

Please do not hesitate to contact me if any other documentation or further information is required.

Thank you for your attention to this matter.

Sincerely,

John Doe

Important Notes:

- Ensure all sponsor details are accurate and up-to-date.
- Always include supporting financial documents.
- Clearly state the relationship between sponsor and sponsored individual.
- Use formal language and keep the tone professional.
- Check requirements by the receiving authority or institution before submission.

