From

……

Date

To

…….

Dear Mr. Mathew

I am writing on behalf of my cousin (enter his full name)\_\_\_\_\_\_\_\_, regarding his residency during the timeframe of (starting date)\_\_\_\_ 2018 until (ending date)\_\_\_\_\_\_ 2019.

He resided with me at (full address) \_\_\_\_\_\_\_\_\_\_\_, New York, USA 10100.

During this time, (his full name)\_\_\_\_\_\_\_\_ assisted me and my famiy with payments regarding rent, food and utilities.

If there is any other question, please contact me at (phone number)\_\_\_\_\_\_\_\_\_

Kind Regards,

Tom