Today’s Date

To Whom It May Concern,

This letter verifies that I, **(Sponsor’s full name)**, will sponsor my (**indicate relationship**), **(full name of the student)** while he/she studies at San Francisco State University.  Attached please find my most recent financial documents which shows that I have excess of USD $XX,XXX in my bank account.

Sincerely yours,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Sponsor’s full name and signature)