

Statement Letter Template for Financial Support

This **statement letter template for financial support** provides a clear and professional format to request or confirm financial assistance. It outlines essential details such as the purpose of support, amount requested, and acknowledgment of receipt. Using this template ensures effective communication and proper documentation for financial matters.

Template

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

[Recipient's Name]
[Recipient's Position/Relationship]
[Recipient's Address]
[City, State, ZIP Code]

Subject: Statement of Financial Support

Dear [Recipient's Name],

I am writing to confirm my commitment to provide financial support to [Name of Person/Organization] for the purpose of [purpose of support, e.g., educational expenses, living costs, etc.].

The total amount of financial support to be provided is **[Amount in words and numbers, e.g., Five Thousand Dollars (\$5,000)]**, to be paid [frequency, e.g., monthly, one-time, etc.] beginning from [start date] until [end date, if applicable].

I acknowledge the importance of this support and agree to fulfill this financial obligation to ensure the intended objectives are met. Please find attached documents (if any) to support this statement.

If you require any further information or documentation, please do not hesitate to contact me at the details provided above.

Sincerely,
[Your Name]
[Signature if sending hard copy]

Note: Customize the template by filling in the appropriate names, dates, amounts, and purpose of financial support. Attach any supporting documents as required.