

SAMPLE LETTERS

1.Letter of Financial Support:

{Your Address}

To the Director of Immigration Services

Nairobi Kenya

{Date}

Dear Sir/Madam:

Re:Pupil pass for {Name of Student}

I,{Parent's Name}, parent of {Student's Name} hereby kindly inform your esteemed office that I am willing to support my son/daughter{Name of Student} during his/her entire study in Maxwell Adventist Academy.

I therefore, have no objection whatsoever for Maxwell Adventist Academy to process and acquire a pupil pass for my son/daughter.

Sincerely Yours,

{Signature of Parent}

{Parent's Name}

Please feel free to contact us on the following number for any questions.

{Current phone number of parents}

2. Letter of No Objection (Letter of Consent)

{Your Address}

To the Director of Immigration Services
Nairobi Kenya
{Date}

Dear Sir/Madam:

Re:Pupil Pass for {Name of Student}

I,{Parent's Name}, parent of {Student's Name} hereby kindly inform your esteemed office that I have no objection to apply and acquire a pupil pass or any other immigration documents for my son/daughter{Student's Name}

Any help given towards this is highly appreciated.

Sincerely Yours,

Signature of Parent

{Parent's Name}

Please feel free to contact us on the following number for any questions.
{Current phone number of parents}

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