

John Doe
111 University Ave.
Ames, IA 50010

September 19, 2016

To Whom It May Concern:

Dear Sir/Madam:

I, John Doe (SEVIS No. N0001234567), am in the U.S. in J-2 status and am accompanying my spouse, Jane Doe (SEVIS No. N0002345678), who is a J-1 exchange visitor at Iowa State University. I am writing this letter to request permission to work.

My spouse receives a \$25,200 stipend from her assistantship with the university, which is more than sufficient to provide for our basic family expenses. Please see attached budget.

I wish to be employed to spend my leisure hours, experience the American culture, and sight-see on trips within the U.S. I also wish pursue my own career interest advancement if possible. However, the income earned by me will NOT be used to support my spouse.

I have enclosed the application herewith for the work authorization and all relevant documents.

I respectfully request your approval of my application for employment authorization. If you have any questions regarding my application, please do not hesitate to contact me.

Sincerely,

John Doe

Yearly Budget

Description	Income	Expenses
Spouse's Stipend	\$25,200	
Spouse's Tuition		\$4,000
Housing		\$5,000
Utilities		\$1,200
Food		\$6,000
Miscellaneous		\$5,000
Total	\$25,200.00	\$21,200.00

Additional family expenses:

Travel and cultural events:

\$6,000