

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

[Recipient's Name]
[Recipient's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I, [Your Name], residing at [Your Address], am writing this letter to invite you to visit me in [City, Country] for the purpose of [purpose of visit, e.g., tourism, family visit, business].

I am a [your status, e.g., permanent resident/citizen] of [Country], and I wish to ensure you have a comfortable and enjoyable stay during your visit. Your visit is planned for [dates of visit], and I will be responsible for your accommodation, transportation, and any other expenses incurred during your stay.

Please find attached relevant documents to support your visa application, including:

1. A copy of my [passport/residency permit]
2. Proof of my accommodation [e.g., rental agreement, utility bill]
3. [Any other supporting document]

I trust that this invitation will help you with your visa application. Please feel free to contact me if you require any further information. Looking forward to your visit.

Sincerely,
[Your Name]