

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

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

Subject: Letter of Invitation for Visa Application

Dear [Recipient's Name],

I am writing to formally invite you to visit me in [City, Country] from [Start Date] to [End Date]. The purpose of your visit is [state the purpose, e.g., tourism, family visit, business meeting, etc.].

During your stay, you will be residing at my home located at [Your Address]. I assure you that I will be responsible for your accommodation, meals, and any other expenses that may arise during your visit.

Please find the details of your planned itinerary below:

- Arrival Date: [Date]
- Departure Date: [Date]
- Activities: [Briefly outline planned activities]

I believe this visit will be a wonderful opportunity for us to [mention any personal or cultural significance, if applicable].

Should you require any further information or documentation to support your visa application, please do not hesitate to contact me.

I look forward to welcoming you in [City, Country].

Warm regards,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]  
[Your Relationship to the Visitor]