

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Visa Officer's Name]  
[Consulate General of Hong Kong]  
[Consulate Address]  
[City, State, Zip Code]

Dear Visa Officer,

Subject: Invitation for Family Visit to Hong Kong

I am writing to formally invite my [relation, e.g., brother, sister, mother, etc.], [Full Name of Family Member], who resides at [Family Member's Address], to visit me in Hong Kong for [duration of stay, e.g., two weeks] from [start date] to [end date].

During this visit, we plan to [brief description of planned activities, e.g., explore the city, visit family, celebrate a special occasion, etc.]. I will ensure that [he/she/they] has a pleasant stay and assist with [his/her/their] accommodation, transportation, and daily necessities.

[Family Member's Full Name] is currently [describe family member's current status, e.g., employed, student, retiree] and will return to [his/her/their home country] after the visit. I assure you that [he/she/they] will abide by all immigration conditions while in Hong Kong.

Furthermore, I have enclosed the following documents to support this visa application:

1. A copy of my Hong Kong ID.
2. Evidence of my employment and financial capacity.
3. A copy of the itinerary planned for the visit.

Thank you for considering this application. If you require any additional information, please do not hesitate to contact me.

Sincerely,

[Your Signature]  
[Your Printed Name]