

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

[Consulate General of Japan]
[Consulate Address]
[City, State, Zip Code]

Subject: Invitation Letter for Visa Application

Dear Sir/Madam,

I, [Your Full Name], residing at [Your Address in Japan], am writing to invite my [relationship, e.g., brother, sister, etc.], [Invitee's Full Name], who resides at [Invitee's Address], to visit me in Japan from [start date] to [end date].

The purpose of their visit is [explain the reason, e.g., family gathering, celebration, tourism, etc.]. During their stay, I will ensure their accommodation and cover any expenses incurred.

[Invitee's Full Name] is a [profession/student] and will return to [his/her] home country on [return date].

Attached are copies of my identification and proof of residence in Japan.

Thank you for considering this request.

Sincerely,

[Your Signature]
[Your Printed Name]
[Your Resident Status in Japan]