

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

[Consulate/Embassy Name]  
[Consulate/Embassy Address]  
[City, State, Zip Code]

Subject: Invitation Letter for [Visitor's Name] for Tourist Visa  
Application

Dear Sir/Madam,

I, [Your Full Name], residing at [Your Address], am writing to invite  
[Visitor's Full Name] who resides at [Visitor's Address] to visit me in  
[City/Region in Japan] for tourism purposes from [Proposed Start Date] to  
[Proposed End Date].

I am a [Your Occupation/Position] and a resident of Japan. During their  
stay, I will be responsible for their accommodation and any expenses  
incurred.

[Visitor's Full Name] intends to explore various tourist attractions and  
immerse themselves in Japanese culture during their visit. We plan to  
visit places such as [List of Attractions or Activities].

Attached are copies of my identification and proof of residency for your  
reference.

Thank you for considering this invitation. I am looking forward to  
[Visitor's Full Name]'s visit and appreciate your assistance in  
facilitating their travel to Japan.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]