

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

[Embassy/Consulate General of Japan]
[Address of the Embassy/Consulate]
[City, State, ZIP Code]

Subject: Invitation Letter for Tourist Visa Application

Dear Sir/Madam,

I, [Your Full Name], am writing to invite my [relationship, e.g., friend, cousin, etc.], [Visitor's Full Name], who resides at [Visitor's Address], to visit me in Japan for tourism purposes from [start date] to [end date].

During their stay, [Visitor's Name] will be staying with me at my residence at [Your Address], and I will ensure they have adequate accommodations and support throughout their visit.

The purpose of [his/her/their] visit is to experience the culture, attractions, and hospitality of Japan. We have planned several sightseeing activities, including visiting [list a few places or events]. I assure you that [Visitor's Name] will return to [his/her/their] home country before the expiration of the visa, as [he/she/they] has [mention any reason, e.g., job, family commitments] that necessitates [his/her/their] return.

Please find attached copies of my identification and proof of residency in Japan for your records.

Thank you for considering this matter.

Sincerely,

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