

[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]

Dear [Consulate/Embassy Officer's Name],

I, [Your Name], a resident of [Your Address], am writing to invite [Visitor's Name], a citizen of [Visitor's Country], to visit me in South Korea.

1. Purpose of Visit:

[Explain the purpose of the visitor's trip, such as tourism, family visit, business, etc.]

2. Duration of Stay:

[Specify the duration of the visit, including arrival and departure dates.]

3. Accommodation:

[Describe where the visitor will be staying during their visit, such as your home or a hotel.]

4. Financial Responsibility:

[State whether you will be financially supporting the visitor during their stay and the arrangements made.]

5. Relationship:

[Explain your relationship with the visitor and how long you have known each other.]

I assure you that [Visitor's Name] will abide by all the immigration laws and regulations of South Korea during their stay.

Thank you for considering this invitation. Should you require any further information, please feel free to contact me.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]