

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

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

Dear [Consul's Name or "Sir/Madam"],  
I, [Your Full Name], a resident of [Your Address in Korea], am writing  
this letter to formally invite [Visitor's Full Name], who resides at  
[Visitor's Address], to visit me in South Korea from [Start Date] to [End  
Date].

The purpose of this visit is to [briefly explain reason, e.g., tourism,  
family gathering, etc.]. During their stay, [Visitor's Full Name] will be  
residing with me at my home, and I will ensure that all their needs are  
taken care of, including accommodation and any other expenses.

I take full responsibility for [Visitor's Full Name]'s stay in South  
Korea, and I assure that they will return to [Visitor's Home Country]  
before the expiration of their visa.

Thank you for considering this application. Please feel free to contact  
me at the above phone number or email for any further information.

Sincerely,

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