

[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 Visa Application

Dear Sir/Madam,

I, [Your Full Name], a resident of [Your Country], am writing this letter to invite my [relationship, e.g., friend, sister] [Recipient's Full Name], who resides at [Recipient's Address], [Recipient's City, State, Zip Code, Country] to visit me in [City/Country] from [start date] to [end date].

The purpose of their visit is [state purpose, e.g., tourism, attending a family event, etc.]. During their stay, they will be residing with me at my home, and I will ensure they have the necessary support and accommodation.

I will be responsible for their expenses including travel, accommodation, and other related expenses during this visit.

Please find attached copies of my [ID/Passport] and proof of residence to support this invitation.

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

Sincerely,

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