

[Your Name]  
[Your Address]  
[City, Postal Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient's Name]  
[Recipient's Address]  
[City, Postal Code]  
[Country]

Dear [Recipient's Name],

I hope this letter finds you well. I am writing to formally invite you to visit me in New Zealand. I am a resident of New Zealand, currently living at [your address].

The purpose of your visit is to [explain the purpose, e.g., tourism, family reunion, special event, etc.]. During your stay, I will ensure that you are accommodated, and I will assist you with your travel arrangements.

I would like to invite you to stay with me from [start date] to [end date]. I will cover your expenses, including accommodation and meals, to make your visit as comfortable as possible.

Please find attached copies of my ID and proof of residency to support your visa application.

I look forward to your positive response and hope to see you soon!

Best regards,

[Your Name]

[Your Signature (if sending a hard copy)]