

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

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to formally invite you to visit me in [Country/City] for [duration of stay]. As [your relationship, e.g., your brother/sister/parent], it would mean a lot to me to spend quality time together and create lasting memories.

During your stay from [start date] to [end date], I will be responsible for [mention who will cover expenses, accommodations, etc.]. I have also attached copies of relevant documents to support your visa application.

Please find enclosed:

1. A copy of my [passport/residency permit]
2. Proof of [your financial capability, e.g., bank statements]
3. [Any additional documents, e.g., invitation letter from your employer, if applicable]

I truly hope that you can make this trip and look forward to welcoming you.

Best regards,

[Your Name]

[Your Signature (if sending a hard copy)]