

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

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

Subject: Invitation for Visa Application

Dear [Recipient's Name],

I am writing to formally invite you to visit me in [Country] for [duration of stay, e.g., two weeks] starting from [start date] to [end date]. The purpose of your visit is [reason for visit, e.g., to attend a family gathering, tourism, etc.].

During your stay, I will be responsible for your accommodations, living expenses, and any other financial obligations incurred. You will be staying at my residence located at [Your Address].

I am looking forward to your visit and am excited to spend time together. Please let me know if you require any further information or documentation for your visa application.

Thank you, and I hope to see you soon!

Sincerely,

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