

[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 PZ Visa Application

Dear Sir/Madam,

I am writing to formally invite [Applicant's Full Name], who resides at [Applicant's Address], to visit me in [Country] for a period of [duration of stay, e.g., two weeks] from [start date] to [end date]. The purpose of this visit is to [briefly explain reason, e.g., attend a family event, business meetings].

During their stay, I will ensure that they have accommodation and cover any necessary expenses. [Provide additional details about your relationship, e.g., "I am [your relationship to the applicant, e.g., their cousin, friend, etc.]."]

I am looking forward to their visit and I assure you that [Applicant's Name] will return to [Applicant's Home Country] after the visit.

Thank you for considering this application.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]  
[Your Relationship to Applicant]  
[Your Immigration Status in [Country]]