

[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 hope this letter finds you well. I am writing to formally invite you to visit me in Japan for [duration of visit, e.g., two weeks] from [start date] to [end date].

As you know, I currently reside in [City, Japan], and I would love to share my experiences and show you the beautiful sights that Japan has to offer, including [mention any specific places or events you plan to visit].

During your stay, I will provide accommodation at my residence and assist you with any logistical needs you may have. I assure you that your visit will be enjoyable and memorable.

Please feel free to reach out to me if you have any questions regarding your travel plans or any other arrangements.

I look forward to your positive response, and to welcoming you to Japan!

Warm regards,

[Your Name]

[Your Signature (if sending a hard copy)]