

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

[Consulate/Embassy Name]  
[Consulate/Embassy Address]  
[City, State, Zip Code]

Subject: Visa Invitation for [Visitor's Name]

Dear Sir/Madam,

I, [Your Full Name], am a resident of [Your City, Country] and hold the following identification: [Your Passport Number or ID]. I would like to invite [Visitor's Full Name], who resides at [Visitor's Address], to visit me in [City, Russia] from [Start Date] to [End Date].

The purpose of the visit is [explain purpose, e.g., tourism, family visit, business]. During their stay, I will provide accommodation at my residence and cover their expenses [or specify any financial support]. Please find attached copies of my identification and proof of residence. I kindly ask you to process [Visitor's Name]'s visa application favorably.

Thank you for your consideration.

Sincerely,

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