

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

Dear Sir/Madam,

I am writing to provide a personal invitation for [Visitor's Full Name], who is my [relationship to you, e.g., friend, brother, etc.].

[He/She/They] is planning to visit me in Russia from [start date] to [end date] for the purpose of [reason for the visit, e.g., tourism, family visit, etc.].

During [his/her/their] stay, I will be hosting [him/her/them] at my residence located at [your address in Russia]. We plan to [briefly describe planned activities or itinerary].

I assure you that I will take full responsibility for [Visitor's Name]'s stay, including accommodation and any other necessary arrangements. Please feel free to contact me if you require any additional information or documentation.

Thank you for considering this invitation.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]