

[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 Singapore for [duration of stay, e.g., two weeks] from [start date] to [end date].

During your stay, I will ensure that you have accommodation and be responsible for your expenses, including travel, meals, and leisure activities. We can explore the beautiful sights of Singapore together, including [mention a few tourist attractions or activities].

Please find attached my identification documents and proof of residence to support your visa application process. If you require any further information or assistance in obtaining your visa, please do not hesitate to reach out.

I look forward to your visit and hope to create wonderful memories together.

Warm regards,

[Your Name]

[Your Signature (if sending a hard copy)]