

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

[Consulate/Embassy Name]  
[Consulate/Embassy Address]  
[City, Postal Code]

Subject: Personal Invitation Letter for Visitor Visa

Dear [Consul's Name/To Whom It May Concern],

I, [Your Name], residing at [Your Address], am writing this letter to formally invite [Visitor's Name] to visit me in the United Arab Emirates. I am a [Your Nationality] citizen/resident, and I am currently employed as [Your Job Title] at [Your Company/Organization] in [City].

[Visitor's Name] will be visiting from [Visitor's Home Country] for the period of [Start Date] to [End Date]. The purpose of this visit is to [briefly explain the reason for the visit, e.g., tourism, family reunion, etc.]. During their stay, I will be responsible for their accommodation, meals, and other expenses.

I assure you that [Visitor's Name] will return to [Visitor's Home Country] before the expiration of their visa. Attached are copies of relevant documents supporting my invitation, including my valid ID and proof of residence.

Please do not hesitate to contact me via telephone or email if you require any further information.

Thank you for considering this application.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Name]