

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

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

Subject: Invitation for Visa Application

Dear [Consulate/Embassy Officer's Name],

I, [Your Full Name], residing at [Your Address], am writing to invite [Guest's Full Name] to visit me in the United Arab Emirates for [duration of stay, e.g., two weeks] from [start date] to [end date].

[Guest's Full Name] will be staying at my residence located at [Your Address] during their visit. The purpose of this visit is to [explain purpose, e.g., tourism, family visit, etc.].

I will ensure that all expenses related to the visit, including accommodation, meals, and transportation, will be covered by me.

Please find attached copies of my passport and residency visa for your reference.

Thank you for considering this invitation.

Sincerely,

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