

[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 the United Arab Emirates for [duration of stay] from [start date] to [end date]. During your stay, we will [mention planned activities or purposes of the visit, e.g., sightseeing, attending an event, etc.].

I assure you that I will take care of your accommodation and all expenses during your visit. Attached to this letter are copies of my passport and residence visa to facilitate your UAE visa application.

Please feel free to reach out if you need any additional information or documents. I look forward to your positive response and hope to see you soon.

Best regards,

[Your Name]  
[Your Signature (if sending a hard copy)]  
[Your Emirates ID (if applicable)]