

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

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

Subject: Application for Parents Visa

Dear Sir/Madam,

I am writing to formally apply for a visa for my parents, [Father's Name] and [Mother's Name], who wish to visit me in [Country] for [duration] starting from [start date] to [end date].

I am a [Your Status in Country, e.g., permanent resident, citizen] currently residing in [City, Country], and I would like to invite my parents to visit and spend time with me during this period.

The purpose of their visit is [explain purpose, e.g., family reunion, special occasion, etc.]. During their stay, they will be residing with me at my home and I will be responsible for all their financial needs, including accommodation, food, and travel.

[Optional: Include details about your financial status, employment, and any supporting documents you are submitting.]

Enclosed with this letter are the required documents as per the visa application guidelines:

1. Copy of my passport
2. Proof of my residency status
3. [Any other relevant documents]

I kindly request that you consider their application favorably. Should you require any further information or documents, please do not hesitate to contact me.

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]