

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

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

Subject: Visa Request for Parents' Visit

Dear Sir/Madam,

I am writing to formally request a visitor visa for my parents, [Father's Name] and [Mother's Name], who reside at [Parents' Address]. The purpose of their visit is to spend time with me and experience the cultural and scenic beauty of [Country/City].

I am currently residing in [Your Current City/Country] and would be delighted to host them during their stay from [Start Date] to [End Date]. During this visit, I will be responsible for all their expenses, including travel, accommodation, and daily living.

Attached to this letter are the following documents to support their visa application:

1. Copy of my passport/resident permit
2. Proof of my relationship with my parents (e.g., birth certificate)
3. Proof of financial means (bank statements, sponsorship letter)
4. Hotel reservation/accommodation details
5. An itinerary of planned activities

I kindly request your assistance in processing their visa application, allowing them to visit me. Thank you for considering this request.

Sincerely,

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