

[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 [Country] for [Duration of Visit] from [Start Date] to [End Date].

As you know, I have been living here for [Duration of Time] and I would love the opportunity to share my experiences with you and show you around this beautiful country. During your visit, I plan to take you to [List Activities/Visits].

In order to facilitate your travel, you will need to apply for a visa. Enclosed with this letter, you will find the necessary details regarding your visit, including proof of accommodation and my sponsorship details. Please feel free to reach out if you have any questions regarding the visa application process or any other arrangements.

I look forward to hearing from you soon and hope to see you in [Country]!

Warm regards,

[Your Name]

[Your Signature (if sending a hard copy)]