

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

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

Subject: Family Visa Application for My Parents

Dear [Consulate/Embassy Officer's Name],

I am writing to support the family visa application for my parents, [Father's Name] and [Mother's Name], who wish to join me in [Country Name] for an extended visit.

I am currently residing in [Country Name] and [briefly explain your status, e.g., "I am a permanent resident" or "I am studying at XYZ University"]. My parents wish to visit me to spend time together as a family and to experience the culture of [Country Name].

I will be responsible for their accommodation and financial needs during their stay. [Optional: Include additional details like planned activities during their visit, duration of stay, etc.].

Please find attached all the necessary documents to support their visa application, including:

1. Copy of my passport/residency permit
2. Proof of relationship (birth certificate, marriage certificate if applicable)
3. Financial documents (bank statements, employment letter)
4. [Any additional documents]

I kindly ask you to consider this application positively. Thank you for your attention to this matter.

Sincerely,

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