

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

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

Subject: Invitation Letter for Visa Application - [Visitor's Full Name]

Dear Sir/Madam,

I am writing to invite [Visitor's Full Name], who resides at [Visitor's Address], to visit me in [Your City, Country] for [duration of stay] from [start date] to [end date].

I am a [Your Occupation] and a resident of [Your Country]. During [his/her/their] stay, I will be responsible for [Visitor's Full Name]'s accommodations and financial support.

The purpose of [his/her/their] visit is [reason for visit, e.g., tourism, family visit, etc.]. We plan to [brief description of planned activities or itinerary].

Please find attached copies of my [proof of residency, financial documents, etc.] for your reference.

Thank you for considering this invitation letter in support of [Visitor's Full Name]'s visa application.

Sincerely,

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