

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

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Subject: Visa Invitation Letter

Dear [Recipient's Name],

I, [Your Full Name], residing at [Your Full Address], am writing this letter to invite you to visit me in Zurich, Switzerland. I would like to provide you with my support for your visa application.

Your visit is planned for [start date] to [end date], during which time you will be staying at my residence. The purpose of your visit is [mention the purpose, e.g., tourism, family visit, etc.].

I assure you that I will take full responsibility for your accommodation, travel, and living expenses during your stay in Switzerland.

Please find the necessary documents attached to support your visa application:

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

I hope to see you soon and am looking forward to your positive response regarding your visa application.

Best regards,

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