

[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 am writing to formally invite you to visit me in New Zealand for [duration of visit] starting from [start date] to [end date]. During your stay, you will be residing at my home located at [your address].

The purpose of your visit is to [state purpose, e.g., tourism, family reunion, attending an event]. I believe this trip will provide you with a great opportunity to experience the culture and natural beauty of New Zealand.

I assure you that I will take full responsibility for your accommodation, travel, and any other expenses you may incur during your stay.

Please find attached documents to support your visa application, including [list of documents, e.g., proof of residence, financial statements, etc.].

I look forward to your visit and am excited to share this experience with you. Should you need any further information or assistance, please do not hesitate to contact me.

Warm regards,

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