

[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. I am excited to share this beautiful country with you and to spend quality time together.

****Details of Visit:****

- Purpose of Visit: [State purpose, e.g., tourism, family visit, etc.]
- Duration of Stay: [Start Date] to [End Date]
- Accommodation: [Your address where they will stay or mention if you will arrange accommodation elsewhere]

****Your Information:****

- Full Name: [Recipient's Full Name]
- Passport Number: [Recipient's Passport Number]
- Date of Birth: [Recipient's Date of Birth]
- Relationship: [Describe your relationship, e.g., friend, family member]

I will ensure that all arrangements for your stay are taken care of during your visit, and I will be responsible for any necessary expenses incurred during this time, including travel within New Zealand.

Please note that you will need to apply for a visitor visa to enter New Zealand. This letter will support your visa application by demonstrating the purpose of your visit.

If you require any further information, please feel free to contact me.
Looking forward to your visit!

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]