

[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 [specific purpose of the visit, e.g., tourism, family gathering, business, etc.] from [start date] to [end date]. During your stay, I will be responsible for your accommodation and any other necessary arrangements.

Details of the visit:

- Purpose of Visit: [Brief description of the purpose]
- Duration of Stay: [Start date] to [End date]
- Accommodation: [Address of where the visitor will be staying]

I assure you that I will provide all the support required to make your visit comfortable and enjoyable.

Please feel free to reach out to me if you need any further information. I look forward to welcoming you to New Zealand.

Warm regards,

[Your Name]

[Your Signature (if sending a hard copy)]