INVITATION LETTER FOR VISA TEMPLATE

_____ (Your Name)

_____ (Your Address)

_____ (City, State, Zip Code)

_____ (Country)

_____ (Phone Number)

_____ (Email Address)

_____ (Date)

_____ (Consulate/Embassy Name)

_____ (Embassy Address)

_____ (City, State, Zip Code)

Subject: Invitation for _____ (Visitor's Full Name), Passport No. _____ (Passport Number)

Dear Sir/Madam,

I am writing to formally invite _____ (Visitor's Full Name), who resides at _____ (Visitor's Address), to visit me in _____ (Host Country) from _____ (Start Date) to _____ (End Date). The purpose of the visit is _____ (state purpose — e.g., tourism, family visit, business meeting).

I am a _____ (citizen/permanent resident) of _____ (Host Country), currently residing at _____ (Your Address), and employed as _____ (Your Occupation). I will ensure that _____ (Visitor's Name) has suitable accommodation during their stay and will cover _____ (state whether you will cover travel, living, or other expenses, if applicable).

I have enclosed copies of my _____ (passport/residency permit) and proof of residence. I can be reached at _____ (phone number) or _____ (email address) for any further verification or questions.

I respectfully request that you grant _____ (Visitor's Name) the appropriate visa to visit _____ (Host Country) for the stated period.

Sincerely,

_____ (Signature)

_____ (Printed Name)