**INVITATION LETTER ADDRESSED TO THE GUEST**

**[Date]**

Letter of Invitation for **[Visitor’s Name]**: Passport No: XXXXXXXX

Dear **[Visitor’s Name],**

As a follow-up to our phone conversation, please take this as a formal invitation to visit me in **[country]**. It’s been a long time since I last saw you **[use a word that would describe your relationship: mom / dad / sister / my friend / my love etc.]** and I am full of excitement that you will finally be able to meet all the people who have made my stay in **[country]** so beautiful.

While you are here, I will be responsible for your accommodation, feeding and movement around **[country]** from the day you arrive from **[Visitor’s Home country]** on **[Entry Date]** until the day you leave **on [Date of Exit]**.

Herewith I am sending all the required documents for getting the necessary visa from the **[country]** Embassy.

Can’t wait to meet you here

**[Host’s name]**

**[Full address]  
[Country]**Occupation: **[Host’s occupation]**

Phone Numbers:  
Work**: [(xxx) xxx-xxxx]**  
Home**: [(xxx) xxx-xxxx]**  
Email**: [email address]**

**[Signature]**