**SPONSOR INVITATION LETTER TO THE EMBASSY**

**[Date]**

The **[country]** Embassy,  
**[Address]**

Letter of Invitation for **[Visitor’s Name]:** Passport No:XXX77777

Dear Sir/Madam

I am writing this letter to support the visitor visa application for **[Visitor’s Name].**

**She / he** is fully resident in **[country]** and is my **[relationship].** **She / he** lives at **[Visitor’s Address]** and their home phone number is **(YY)XXXXXXX.**

I am a legal permanent resident of the **[Guest’s Home Country],** and I live at **[Guest’s Home Address],** and I work as **[Guest’s Occupation]** – with a net income of **$XXX** per year. I would like **[Visitor’s Name]** to come and visit me from **[Date of Entry]** to **[Date of Exit]** because of **[you might give a reason as wedding, birthday, baby shower, graduation, etc.]**

My request is that **she / he** would be granted with a visa for this whole period, in which time I would be fully responsible and cater to **her / his** well being. **She / he** will also be resident at my home, and following the expiration of **her / his** visa, I will see that **[Visitor’s name]** return to **her / his** home country.

Kindly find attached, all necessary documentation required.

Thanks, in anticipation of your favorable response

Thank you.

Sincerely

**[Host’s Name]  
[Host’s Date of Birth]  
[Host’s Address]  
[Host’s Phone Number]  
[Host’s signature]**