**LETTER OF INVITATION**

[DATE]

[WRITER'S NAME]  
[WRITER'S STREET ADDRESS]  
[WRITER'S CITY, STATE, ZIP]  
[WRITER'S PHONE NUMBER]  
[WRITER'S EMAIL ADDRESS]  
[WRITER'S IMMIGRATION STATUS]  
[PROOF OF STATUS (E.G. PASSPORT #)]

[APPLICANT'S NAME]  
[APPLICANT'S ADDRESS]  
[APPLICANT'S PHONE NUMBER]  
[APPLICANT'S EMAIL ADDRESS]  
[APPLICANT'S PASSPORT NUMBER]

Dear Consular Officer:

My name is [WRITER'S NAME] and I am a [U.S. CITIZEN OR PERMANENT RESIDENT].

I have invited my [RELATIONSHIP TO APPLICANT], whose name is [APPLICANT'S NAME], to the U.S. from [DATE] to [DATE] for the purpose of [DESCRIPTION OF VISIT].

During the applicant's visit, I will cover their accommodation and living expenses. The applicant will stay at [ADDRESS] while in the U.S.

I have the following planned for the applicant's visit: [DESCRIPTION]

I have attached the following supporting documentation to this letter: [DESCRIPTION]

If you need any further information, please don't hesitate to contact me.

Thank you for your time and consideration,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

[WRITER'S NAME]