[Your Name]

**Remove this guidance box before printing**

* Fill-in the details below, adjust text as needed
* Letter must be dated within a month of their application

This **Letter of Invitation in Support of a Visitor Visa Application** template was downloaded from [https://immigrationstory.uk](https://immigrationstory.uk/)

[Your Address]

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31 August 2020

[Name of British Embassy, British High Commission, or British Consulate]

[Embassy / High Commission / Consulate Address]

[Embassy / High Commission / Consulate Address]

[Embassy / High Commission / Consulate Address]

[Embassy / High Commission / Consulate Address]

Dear Sir or Madam,

**Re: Letter of Invitation in Support of a Visitor Visa Application by [Name of Visitor]**

I, [your name], am writing in support of a Visitor Visa Application by my [visitor’s relationship to you, i.e. mother / father / friend], [visitor’s name as it appears on their passport] (passport number [visitor’s passport number]), to enable them to visit me in [location] from [date] to [date], so that they can [purpose, i.e. visit tourist attractions in the UK].

I am currently in the United Kingdom under a Tier 2 (General) visa with visa number [your visa number], valid from [date] to [date].

[Include and amend the following paragraph if you are funding the visitor for their stay, otherwise delete it]

I will be supporting [visitor’s name] during their stay in the United Kingdom. Since [employment start date], I have held a permanent, full-time position as [your role] at [your company] with an annual base salary of [annual salary], and I am enclosing evidence of this. I will pay all the necessary costs of travel, support, maintenance, and any other expenses they may incur during their holiday, and I give my full assurance that I am able to do so without any recourse to public funds. I will pay for any medical treatment they may require which is not covered by their travel insurance.

[Include and amend the following paragraph if you are accommodating the visitor for their stay, otherwise delete it]

I will be accommodating [visitor’s name] at my residence in [your address] for the duration of their stay, and I am enclosing evidence of this.

[Visitor’s name] has substantial ties to [visitor’s home country]. [Provide evidence of this; for example, if they own any properties there, or if they have any relatives living in their home country]. [Visitor’s name] will be returning to [visitor’s home country] after their visit to the United Kingdom.

To support this request, I am enclosing the following:

1. Copy of my passport and my BRP
2. [If needed, delete otherwise] My certificate of employment from [your company] stating my salary
3. [If needed, delete otherwise] My payslips for the past three months
4. [If needed, delete otherwise] Evidence of accommodation [i.e. lease contract, council tax bills]

I am looking forward to spending time with them and showing them around the United Kingdom. Assistance for the timely processing of the application will be greatly appreciated, and I would be very grateful if your good office is able to issue the visa to [visitor’s name]. Should any additional information be required, please do not hesitate to contact me via [your phone number] or [your email address].

Yours faithfully,

[Your Name]