To: Date:

Immigration Officer

[Embassy Name ]

[Embassy Address]

[Embassy Phone Number]

Re: Invitation Letter for **[Applicant's Name]** with **Passport No.**

Respected Sir/Madam,

I, **[Inviting Person's Name]** currently residing at **[Inviting Person's Address],** and a citizen/permanent citizen of **[Country's Name],** am writing this letter to support the visa application of my spouse, **[Applicant's Name].**

The purpose of the visit of my spouse, **[Applicant's Name]** is to visit me and spend time together in **[Country's Name]**. We are in the process of applying for permanent residence for my spouse, but until our application is reviewed, we would want to spend a few days together.

**[Applicant's Name]** and I have been married for **[enter number of years or length of time]**. We have **[provide a description of activities or other events you have attended/done together]**. This has led to us developing a close relationship which was ultimately crowned in marriage.  
  
**[Applicant's Name]** will be visiting during the following dates: from **[Provide starting date of visit in format  
DD/MM/YY]** to **[Provide ending date of visit in format DD/MM/YY]**.

During the specified trip dates above, we will be visiting **[Specify city/place names]**. In addition, **[Applicant's Name]** will be staying at **[Provide Inviting Person's Address or Hotel Address]**. The trip will be funded through  
**[Provide means of funding]**.

Enclosures:

* Copy of inviting person’s Passport
* Copy of inviting person’s other ID
* Proof of relationship (marriage certificate)
* Proof of accommodation
* Proof of return to home country ( employment contact, property ownership, lease agreement ,etc.)
* Other applicable document

We sincerely request that you consider **[Applicant's Name]** visa application and please do not hesitate to contact me for any questions or inquiries at **[Inviting Person's Phone Number]** or **[Inviting Person's E-mail].**  
  
Kind regards,  
**[Inviting Person's Signature]**

[Inviting Person’s Name]

[Inviting Person’s Address]

[Inviting Person’s Phone Number]

[Inviting Person’s E-mail]