

[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]

United States Consulate or Embassy
[Address of the Consulate or Embassy]

[Date]

Dear Sir or Madam,

I am a *[United States citizen / lawful permanent resident]* residing at *[Your Address]* and I am writing to invite *[Invitee's Full Name]*, my *[relationship to invitee]*, to visit me in the United States.

[Invitee's Full Name] currently resides at *[Invitee's Address]* in *[Invitee's Country]*. Their date of birth is *[Invitee's Date of Birth]*, and their contact number is *[Invitee's Phone Number]*. The purpose of their visit is to *[explain the purpose of the visit, e.g., "attend my wedding on [date]", "tourist visit to various attractions", "attend a business conference"]*.

[Invitee's Full Name] will be staying with me at my residence at *[Your Address]* for the duration of their visit, from *[start date]* to *[end date]*. I will ensure that they have appropriate accommodation and cover all living expenses during their stay.

I am employed at *[Your Employer's Name]* as a *[Your Job Title]*, and I am fully capable of supporting *[Invitee's Full Name]* during their stay. Enclosed are copies of my proof of income and my legal residency status in the U.S.

Should you require any further information, please feel free to contact me at *[Email Address]* or *[Phone Number]*.

Thank you for your time and kind consideration of the visa application.

Sincerely,

[Your Signature]

[Your Full Name]