

# Sample Formal Invitation Letter for Tourist Visa with Sponsorship Affidavit

[Your Full Name]  
[Your Address]  
[City, State, ZIP Code]  
[Country]  
[Phone Number]  
[Email Address]  
[Date]

To:  
The Consulate General/Embassy  
[Embassy/Consulate Address]  
[City, Country]

**Subject: Invitation Letter for Tourist Visa with Sponsorship Affidavit**

Dear Sir/Madam,

I, [Your Full Name], holding [citizenship status, e.g., citizen/permanent resident] of [Country], residing at [Your Address], am writing to formally invite my [relationship to applicant, e.g., friend, sister, parent], **[Visitor's Full Name]**, passport number [Visitor's Passport Number], residing at [Visitor's Address], to visit me in [Country] for tourism and family visit purposes.

The intended duration of the visit is from [Proposed Entry Date] to [Proposed Exit Date] (approximately [Number of Weeks/Months]). During this period, I assure you that I will provide full accommodation at my residence, cover all living expenses, travel insurance, and bear all monetary responsibilities related to the stay of **[Visitor's Name]**.

**[Visitor's Name]** will return to [his/her] home country before the expiration of the visa and will fully comply with the laws and regulations of [Country].

Attached to this letter, please find my **Sponsorship Affidavit**, employment details, bank statements, proof of residency, and other relevant documents as evidence of my financial capability and legal capacity to sponsor the visit.

Should you require any additional information, please feel free to contact me. Thank you for considering this visa application.

Yours faithfully,

[Your Full Name]  
[Signature if sending a hard copy]

## Enclosures:

- Sponsorship Affidavit (Notarized)
- Proof of Relationship
- Proof of Accommodation (e.g., utility bill, lease agreement)
- Copy of Passport/ID
- Employment Letter/Pay Slips
- Recent Bank Statements
- Visitor's Passport Copy