

[Your Full Name]

[Your UK Address]

[Your Telephone Number]

[Your Email Address]

To

The Entry Clearance Officer [Date]

Subject: Sponsorship Letter for [Visitor's Full Name, Passport No: _____]

Dear Sir / Madam,

I, [Your Full Name], born on [dd/mm/yyyy], residing at [Your UK Address], and employed as [Your Occupation / Employer], [UK Immigration Status], am writing to invite my [Relationship], [Visitor's Full Name], born on [dd/mm/yyyy], residing at [Visitor's Address]. Passport Number [Visitor's Passport No.], to visit me in the United Kingdom.

The purpose of their visit is [Purpose of Visit]. The intended dates of travel are from [Intended Arrival Date] to [Intended Departure Date], for a period of [Duration of Stay].

During this time, they will be staying at [Accommodation Details].

I will be covering the costs of their visit, including accommodation, living expenses, and return travel. I attach herewith evidence of my financial ability and immigration status, including [Sponsor's supporting documents].

Please feel free to contact me if you require any additional information.

Thank you for considering this application.

Yours faithfully,

[Your Signature]

[Your Full Name]