

[Mention the name of the sender]

[Mention the address]

[Mention the contact details]

[Mention the date]

To

The

[Mention the name of the recipient]

[Mention the address of the recipient]

[Mention the contact details of the recipient]

Subject- Alpha kappa alpha graduate chapter letter of invitation

Distinguished [Mention the name]

This letter is being written by me, [Inviting person's name], a resident of [Inviting person's address] and a citizen or permanent resident of [country's name], in support of my friend [applicant's name] visa application.

My friend [applicant's name] is coming to see me in order to go on vacation in [country's name]. We intended to use my friend's visit to reconnect and share shared memories because our long-standing friendship has weathered time and distance.

I've known [applicant's name] for [Insert the number of years or duration of friendship]. We have [describe the events or activities you and your partner have participated in or done together]. We became close as a result of this, and we have been in touch ever since.

From provide starting date of visit in format [Mention the date] to providing the finishing date of visit in format [Mention the date], [applicant's name] will be in town.

Sponsors are required to acknowledge receipt of recommendation letters from Kappa Alpha, Kappa. We will travel to [name the city or place] during the dates

indicated above. Furthermore, [applicant's name] will be staying at [Invitee's address or hotel address]. The cost of the trip will be covered by [Include a method of payment].

We humbly ask that you take into consideration [applicant's name] visa application. If you have any questions, don't hesitate to get in touch with me at [Inviting person's phone number] or [Inviting person's email address].

Best regards

From

[Mention the name of the sender]

[Mention the address]

[Handwriting signature]

[Mention the contact details]

[Mention here, if there is any post note to be given]