**Example sponsor invitation letter**

Please use this sample sponsor letter as a guide only. You can add or amend any part of it to suit the applicant.  
  
<Insert full name>  
<Insert UK address>  
<Insert UK postcode>  
   
<Insert date>  
   
UK Visas and Immigration  
   
To whom it may concern,  
   
Re: Standard Visitor visa application for <full name of applicant>  
   
I am writing to you in support of <your relationship to applicant, for example, my parent’s> application for a visitor visa.   
   
I am currently in the UK as a student. My Tier 4/Student visa is valid until <expiry date of student visa>. I have enclosed a photocopy of my passport and my UK visa/immigration permission.  
   
I am registered as a student at the University of Reading, and I am enrolled on <full title of your course>. I have enclosed my enrolment letter for your information.  
   
Subject to obtaining the entry clearance from your office, <name of applicant> would like to visit the UK on <date of travel to the UK>.                                                                                                                                                                     
I would like <name of applicant> to visit the UK at this particular time because <give reasons for visit, for example, graduation ceremony, holiday>. You may wish to elaborate, for example, explain how long it has been since you last saw the applicant or explain that the applicant wants to visit at this time because they have been granted leave from their job during this time.  
   
I will be providing <provide any details of any financial support or accommodation you have arranged for the applicant>. I have enclosed financial documentation to demonstrate I am able to provide this support.  
   
Thank you for your time and consideration of this application.  
   
Yours faithfully.  
   
<Your name>