Date:

United States Consul General  
(Address of Foreign Consulate Where Person Will Apply for the Visa – check online)

Dear Honorable Consul:

My name is [Last Name], [First Name] and I reside at [your residential U.S. Address]. I am a student at the Lehigh University majoring in [Major]. I am requesting that a tourist (B-2) visa be issued to [Person you want to invite], in order to allow[her/him] to visit me in the United States. [She/He] is my [your relationship to the person] and will be visiting me from [arrival date] to [departure date]. [Explain why you want the person to visit – keep this to a few sentences and be succinct].

During [her/his] stay in the United States, [she/he] will stay [list where your visitor will stay and other cities they will visit if applicable]. Upon the termination of [her/his] visit, [she/he] will return to [Country].

Your kind consideration of this request will be greatly appreciated.

Very truly yours,

(Signature)

Name  
Address (House number and street name, including any apartment #)  
Address (City, State, Zip)  
Email