

**SAMPLE INVITATION LETTER FOR YOUR FAMILY AND FRIENDS**

*(Replace the items in brackets with your specific information)*

[Date]

U.S. [Consulate or Embassy] [City, Country location of U.S. Consulate or Embassy]

Dear Consular Officer:

I, **[name as it is on your passport and I-20]**, a citizen of **[country of citizenship]**, am currently a **[graduate/ undergraduate student]** at Lewis University, Romeoville Illinois, in lawful **[F-1 or J-1]** status. My SEVIS ID number is **[enter the SEVIS number found on the top right of your most recent I-20]**.

I would like to invite my **[relationship]**, **[full name on passport]**, a citizen of **[country of citizenship]**, to visit me in Illinois. The purpose of the visit is to **[state the purpose of the trip]** for the period from **[date]** to **[date]**. During **[his/her]** visit, **[he/she]** will stay at the address indicated below:

**HOST (STUDENT) INFORMATION:**

Full name:
Date of birth:
SEVIS ID #:
Current US address:

**VISITOR INFORMATION:**

Full name:	
Date of birth:	Passport #:
Current home country address:	
Address during the US visit:	

**[Visitor name]** also prepared all other required documents for your review and they are enclosed in **[his/her]** application.

Should you have any questions regarding my academic status at Lewis University, please feel free to contact me by phone at **[your phone # in the U.S.]** or by email at **[your Lewis email address]**. Thank you for your consideration.

Sincerely yours,

**[Your signature]**  
**[Your name]**