

[British Embassy/Consulate]  
[Address]  
[City]  
[Postcode]  
[Country]

[Date]

For the attention of the Entry Clearance Officer

I am writing in support of the visa application for my [mother/father/husband/friend etc.], [their given name(s), family name and date of birth]. I would like to invite my [mother/father/husband/friend etc.] to visit me in the UK for the period [start date of trip] to [end date of trip].

Throughout this visit, my [mother/father/husband/friend etc.] will stay (with me) at my address/ this accommodation:

[Hotel name (if applicable)]  
[Address]  
[City]  
[Postcode]  
[Country]

I am currently in the UK as a [immigration status e.g. Tier 4 (General) student, Student, Dependant] visa holder and my immigration permission will expire on [dd/mm/yyyy]. I have enclosed a copy of my immigration permission and passport ID details page for your information. I have also enclosed a Certifying letter from my university.

Should you require any further information, please do not hesitate to contact me. My e-mail address is [e-mail address] and my telephone number is [telephone number +44, then UK code].

Yours sincerely

[Your signature]

[Your first name and family name]

Encs: Copy of passport ID details page, copy of immigration permission, University of Glasgow Certifying letter