

[Date]

Dear [name],

I am writing to invite you to visit me in Nottingham from [start date] to [end date]. I am a full-time registered student at the University of Nottingham, and I've enclosed a letter from the University confirming the details of my course.

I confirm that I will be responsible for the cost of your accommodation whilst you are staying in the UK. You will be able to stay in a spare bedroom in my rented house for the duration of your stay. I've enclosed a copy of my tenancy agreement to prove that I am renting this accommodation, and three months' recent bank statements to show that I have sufficient funds to pay for your room.

(Or...) I confirm I have arranged local hotel accommodation for you, please see reservation enclosed for [name of hotel/accommodation].

[Add details of any planned itinerary, or specific purpose of the trip, such as attending your Graduation ceremony].

I also enclose a copy of my passport and BRP/digital immigration status to show that I have valid leave to remain in the UK as a student until [expiry date of your visa].

For further information, I can be contacted at [your contact details].

Yours sincerely,

[Name]