

Sample invitation letter for China visa provided by: <http://www.visarite.com/>

Oct 18, 2023

Visa Office  
Chinese Consulate General  
USA

To whom it may concern,

My name is John Smith, and I am a US citizen living and working in Shanghai with ABC Consulting Ltd. My passport number is 123456789. My date of birth is mm/dd/yyyy and gender is Male. My address in China is: province, city, street, zip code.

I hereby invite the following relative/person to come to China for a short-term visit/long-term residence. [M/M invitee] plans to come to China on mm/dd/yyyy, and stay in China for 30 days.

Name of the invited: (must match passport)

Gender:

Date of birth:

Nationality:

Passport number:

Relationship:

[M/M invitee] will be staying with me at my residence (or other address details)

A photocopy of my passport and valid Chinese residence permit (or Chinese ID) is also attached with this letter. We would appreciate your kind assistance in issuing them a Chinese visa to allow them to visit me.

Please let us know if you need further information.

Thank you,

John Smith  
Phone: +(86)-(21)-0000-0000  
Email: jsmith@yahooo.com

Signature