

[Your Name]  
[Company Name]  
[Your Address]  
[Your Postcode/ZIP code]  
[Date]

Nigerian High Commission,  
9 Northumberland Avenue,  
Westminster,  
London, WC2N 5BX

Dear Sir/Madam,

I **[Your Full Name]**, passport number: **[Your Passport Number]**, wish to visit Nigeria for the purpose of **[Purpose of travel i.e. tourism, business]**. I will be travelling on the **[Date Of Travel]** and will be staying for **[Length of stay]**. Whilst there I will be staying with **[Inviters Full Name]** at their home address: **[Address of stay in country]**.

Sincerely,

**[Your Full Name]**

**[Your Signature]**