

[Inviters Name]
[Inviters Address]
[Inviters Postcode/ZIP code]
[Inviters Phone Number]
[Date]

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

Dear Sir/Madam,

My name is **[Inviters Full Name]** – Passport number: **[Inviters Passport Number]**. I am writing to you on behalf of **[Applicants Full Name]** – Passport number: **[Applicants Passport Number]**.

I would like to confirm that they are visiting for **[Purpose of Travel]** and visiting me at: **[Inviters Address]**. The stay will commence on **[Date of entry]** for **[Length of stay]**.

I will take full immigrations responsibilities for **[Applicants Name]** while they are staying with me.

Sincerely,

[Inviters Full Name]

[Inviters Signature]