

Your U.S. Address  
City, State, Zip Code

Date

Consular Office  
United States (Consulate or Embassy)  
Address  
City, Country, Postal Code

Dear Consular Officer,

My name is (your name) and I am a student in F-1 status at Hamilton College pursuing a Bachelor's degree in (major). I am graduating in May 20\_\_\_\_\_.

I would like to invite my family (and/or friends) listed below to attend my commencement ceremony and other celebration activities that will be held in May 20\_\_.

First Name, Last Name (as in passport), relationship to you, his/her address, date of birth, country of citizenship.

(List same information as above for more guests here)

My guest(s) will stay at (U.S address) during their visit, (and may visit a few other U.S. Cities before returning home). It would be greatly appreciated if you would grant (him, her, them) a visitor visa so that (he, she, they) may join me to celebrate my graduation.

If you have any questions, I can be reached by email at (email address) or by phone at (phone number).

Thank you for your time and kind consideration of my request.

Sincerely,

Signature

Your full name