

**January 27th, 2010**

David Smith  
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e-mail:

To Whom It May Concern:

Application for visit visa: Dorcas Odu; May 13 1980; Passport No: AO345678

I am writing to confirm I wish to invite Dorcas Odu, my friend (or insert relationship) to visit me in the UK for 3 weeks in order to have a short holiday. I hope she will be able to come on 20th of June 2010.

I am a British Citizen and Electrical Engineer Working at DemsTech in London. I will be on vacation at that time.

I am able to accommodate her for the duration of her stay in the UK. Please find attached evidence of my accommodation.

I have enclosed the following documents:

- Copy of passport
- Tenancy agreement

Should you require any additional information please do not hesitate to contact me.

Your faithfully