

Sample Invitation Letter

Date

The Canadian Embassy
Immigration Section
(Address of Canadian Embassy to which you are applying)

Re: Letter of invitation for my (relationship to you; example brother, sister, parent), (Name)

Dear Visa Officer,

I am writing this letter to support the Temporary Resident Visa application of my (relationship to you), name. The purpose of (his/her/their) trip will be to (indicate reason of visit; example come for vacation, attend graduation). (The person you are inviting name) will stay at (address) for a total of (#) of days. (He/She/They) plan to arrive in Canada on (date of arrival) and stay until (date of departure).

The cost of (his/her/their) trip and financial support for the duration of (his/her/their) visit will be covered by (name of person responsible for expenses).

(The person you are inviting name)'s information:

- Date of Birth
- Current Address in Home Country
- Telephone Number
- Email Address

I am a student at OCAD University, Ontario with a valid study permit. I have enclosed a copy of my study permit and passport with this letter.

My information:

- Date of Birth
- Current Address in Ontario
- Telephone Number
- Email Address

Please do not hesitate to contact me should you require further information.

Sincerely,

(Signature)

(Name)