

[Your Name]
[Your Address]
[City, Province, Postal Code]
[Your Phone Number]
[Your Email Address]

[Date]
[Immigration Officer]
Visa Office
[City, Country]

Subject: Invitation Letter for [Visitor's Name] to Visit Canada

Dear Sir or Madam,

I am writing to invite my [relationship to visitor, e.g., son, daughter, friend] [Visitor's Name] to visit me in Canada. [Visitor's Name] intends to visit from [Start date] to [End date].

I am a [Your Citizenship] citizen and have been residing in Canada as a [Your Status, e.g., permanent resident, citizen] since [Date]. I am currently employed as a [Your Occupation] at [Your Company]. My residential address is as stated above.

I will be responsible for all of [Visitor's Name]'s expenses during their stay in Canada, including accommodation, transportation, and food. I have attached a copy of my [Proof of funds, e.g., bank statement, employment letter] to demonstrate my ability to support [Visitor's Name] financially.

[Visitor's Name] is a [Visitor's Nationality] citizen and works as a [Visitor's Occupation] at [Visitor's Company] in [Visitor's Country]. [Visitor's Name] is a person of good character and has no criminal record. I have known [Visitor's Name] for [Number] years and we have a strong and genuine relationship.

I understand that [Visitor's Name] will abide by all Canadian laws and regulations during their visit. [Visitor's Name] will depart Canada at the end of their authorized stay.

I have attached the following documents to support this invitation:

- A copy of my passport
- A copy of my proof of residence in Canada
- A copy of my employment letter
- A copy of my bank statement
- A copy of [Visitor's Name]'s passport
- A copy of [Visitor's Name]'s proof of employment
- A copy of [Visitor's Name]'s return flight itinerary

Thank you for your time and consideration.

Sincerely,
[Your Signature]
[Your Printed Name]