[YOUR RESIDENTIAL ADDRESS]

[YOUR PHONE NUMBER]

[YOUR EMAIL ADDRESS]

**Letter of Invitation for [NAME OF PERSON YOU ARE INVITING]**

Dear Immigration Official/Visa Officer:

I am providing this letter on behalf of [INVITEE NAME], who I wish to invite to Canada. My name is [YOUR FULL LEGAL NAME] and my date of birth is [DATE OF BIRTH]. I am a [STATUS IN CANADA] and I live at [RESIDENTIAL ADDRESS]. Please find attached to this letter a copy of my [PASSPORT/PERMANENT RESIDENT CARD].

I work at [PLACE OF WORK] as a [JOB TITLE]. I am currently [MARITAL STATUS] and I have [NUMBER OF CHILDREN] [CHILD/CHILDREN]. In total, my household has [TOTAL NUMBER OF PEOPLE IN HOUSEHOLD] people.

I am inviting [INVITEE] who was born on [INVITEE DATE OF BIRTH] to visit Canada. [INVITEE] is my [DESCRIBE YOUR RELATIONSHIP TO INVITEE]. [INVITEE]’s address is [INVITEE’S ADDRESS], and can be reached by phone at [INVITEE CELL PHONE].

The purpose of [INVITEE]’s visit is [STATE PURPOSE OF THEIR VISIT]. [INVITEE] will arrive in Canada on [DATE INVITEE WILL ARRIVE IN CANADA] and will depart on [DATE OF INVITEE DEPARTURE]. [INVITEE] will not overstay their visa as they have obligations at home, such as [INVITEE OBLIGATIONS].

[INVITEE] will stay at [ADDRESS OF WHERE INVITEE WILL BE STAYING]. [INVITEE/I PERSONALLY] will be financially supporting this visit to Canada.

*[CHOOSE ONE OF THE FOLLOWING TWO OPTIONS]*

Specifically, they will be bringing funds in the amount of [INDICATE APPROXIMATE AMOUNT OF FUNDS IN CANADIAN DOLLARS INVITEE WILL BRING TO CANADA].

*OR*

Please find attached a copy of my last three bank account statements as proof of my ability to financially support [INVITEE] during their stay.

Kindly let me know if you have any questions, or require additional information.

Regards,

[SIGNATURE]

[YOUR FULL LEGAL NAME]