

Letter of Invitation for Canada — Model

Built from the information IRCC asks for on its official page. This is not an official form: IRCC does not publish one. Replace the bracketed text with your details.

[CITY, PROVINCE], [DATE]

To Whom It May Concern,

Subject: Letter of Invitation for my [RELATIONSHIP], [FULL NAME OF INVITEE]

I am writing to formally invite my [RELATIONSHIP], [FULL NAME OF INVITEE], to visit me in Canada.

1. Information about the person I am inviting

- Complete name: [FULL NAME]
- Date of birth: [DD/MM/YYYY]
- Address and telephone number: [FULL ADDRESS, CITY, ECUADOR] · [+593 ...]
- My relationship to the person: [brother / mother / friend / ...]
- Purpose of the trip: [SPECIFIC PURPOSE]
- How long they plan to stay in Canada: [N] days
- Where they will stay: at my home address, given in section 2.
- How they will pay for things: [DETAIL — e.g. "I will cover accommodation and meals; the invitee covers airfare and personal expenses"]
- When they plan to leave Canada: [DD/MM/YYYY]

2. Information about myself (the person inviting)

- Complete name: [FULL NAME]
- Date of birth: [DD/MM/YYYY]
- Address and telephone number in Canada: [ADDRESS, CITY, PROVINCE, POSTAL CODE] · [+1 ...]
- Job title: [JOB TITLE]
- Status in Canada: [Canadian citizen / permanent resident]
- Details of my family: [NAME AND DATE OF BIRTH OF SPOUSE; NAMES AND DATES OF BIRTH OF DEPENDANTS]

3. Undertaking

I am writing this letter in good faith. The information in it is true and I intend to keep the promises I make in it.

[NAME OF INVITEE] will respect Canadian immigration laws and will leave Canada on or before [DEPARTURE DATE] to return to Ecuador and resume their activities as [INVITEE'S OCCUPATION] at [EMPLOYER OR INSTITUTION].

4. Document proving my status in Canada (enclosed)

Enclosed is a photocopy of [CHOOSE THE ONE THAT APPLIES]:

- A Canadian birth certificate, if I was born in Canada
- A Canadian citizenship card, if I am a naturalized citizen
- A copy of my PR card or my IMM 1000 proof of landing, if I am a permanent resident
- A Secure Certificate of Indian Status or Certificate of Indian Status

5. Super visa only (parents or grandparents)

Include this section only if you are inviting your parent or grandparent on a super visa:

- I promise to provide financial support to [NAME] for the duration of their visit.
- People included in the family size calculation: [LIST OF NAMES] — total: [N].

Thank you for considering this application. Please do not hesitate to contact me if you require any further information.

Sincerely,

[FULL NAME]

[TELEPHONE] · [EMAIL]

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- A letter of invitation does not guarantee a visa. The officer assesses whether the applicant meets Canada's immigration law.
 - Writing the letter does NOT make you legally responsible for the visitor once they enter Canada.
 - IRCC does not require the letter to be notarized.
 - Send the letter to the person you are inviting: they must include it with their visa application.
 - This is a guide. You must write the letter of invitation yourself.

Official source: IRCC — Letter of invitation for visitors to Canada

<https://www.canada.ca/en/immigration-refugees-citizenship/services/visit-canada/letter-invitation.html>

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