

## Inviting Friends and Family to Visit

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When you invite a friend or family member to visit you in Canada, remember: citizens of certain countries require a valid temporary resident visa (TRV) to enter Canada (see <https://www.canada.ca/en/immigration-refugees-citizenship/services/visit-canada/entry-requirements-country.html>). If a valid TRV is required, you should send your friend/family member supporting documents. They need to include these documents in their TRV application.

Some Canadian visa offices have different requirements. Please check the website of the **specific visa office** and look for "Visa Office Specific Instructions" in order to confirm if any specific documents are needed and if the application procedure is different.

For a list of Canadian visa offices, see <https://www.canada.ca/en/immigration-refugees-citizenship/corporate/contact-ircc/offices/international-visa-offices.html>

### **Suggested Supporting Documents**

- **Copy of documents proving your status in Canada** (such as study permit, post-graduation work permit, permanent resident card, or proof of Canadian citizenship)
  - Your document(s) should be valid for the length of your family members' stay in Canada.
  - If you recently completed your program requirements but do not have a post-graduation work-permit, you may send a copy of your study permit and an official letter of completion noting the date of your expected convocation ceremony date.
- **Copy of your passport**
- **Letter of invitation** written by you (see template on page 2)
  - Write the letter of invitation yourself. See <https://www.canada.ca/en/immigration-refugees-citizenship/services/visit-canada/entry-requirements-country.html> for tips.
  - Some visa offices may require that a Notary Public notarize your letter. Check with the specific Canadian visa office. To find a Notary, see [www.notaries.bc.ca](http://www.notaries.bc.ca)
- **Copy of your marriage certificate** (if applicable, for example if inviting your spouse)
- **Additional information about your status in Canada**
  - **An official CNC enrolment letter** (for current students)
    - "Request for Verification of Enrolment" is found on your CNC Connect account
  - A letter from your employer confirming your job (for post-grad work permit holders, if applicable)
  - Proof of your available funds (if you are paying for their visit in Canada)

In addition, your friends/family must provide proof of economic and social ties to their home country. The stronger the ties, the higher the chance of successfully proving they will leave Canada after their visit.

- Examples of **economic ties** include bank statements, proof of financial investments, a letter of employment and/or proof of property ownership, etc.
- Examples of **social ties** include evidence that family members back home depend on them for financial and/or other support, proof that they must return home after their visit to Canada in order to meet their social obligations to their family members of community, etc.

# Sample Letter of Invitation

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The Canadian Embassy, Immigration Section  
22 Kenyatta Drive  
Nairobi  
Kenya

March 1<sup>st</sup>, 2019

Dear Visa Officer,

**RE: Letter of invitation for my parents (Jumanne and Miriam Muindi)**

I am writing this letter to support the Temporary Resident Visa application of my parents, Jumanne Kafaka Muindi (father) and Miriam Jumaime Muindi (mother). My father and mother's dates of birth are March 2, 1953 and January 12, 1956, respectively. My parents currently reside in Nairobi, Kenya at Plot Number 44 Moi Avenue. Their phone number is +254 752 455786.

I am an international student in my second year in the Business Management Diploma program at the College of New Caledonia (copy of study permit and CNC enrolment letter attached). My date of birth is February 11, 1989 and I currently reside at 1234 Candycane Lane, Prince George, BC V2K 4H5. My telephone number is +1 250 555 1234, and my email is [lolus.muindi@gmail.com](mailto:lolus.muindi@gmail.com)

- Purpose of visit
- Duration of visit
- Date leaving Canada
- Details of accommodation
- Living expenses

- Your complete name
- Your date of birth
- Your status in Canada (permanent resident, international student, citizen, etc.
- Your occupation
- Current address, telephone number, and email address

My convocation ceremony will be taking place on June 1, 2019. I wish to invite my parents to Canada to celebrate, with me, this important milestone of success in my life. My parents intend to stay in Canada for three weeks from May 20 to June 10, 2019. While in Canada, my parents will stay with me at my current residence and I will cover all of their living costs (housing and food) during this period; flight costs will be covered by them.

Should you require any further information about me or my parents, please feel free to contact me. Thank you in advance for considering my parents' application.

Yours truly,

Lolus Jumanne Muindi