

INVITING FRIENDS AND FAMILY TO VISIT

Your friend or family member must submit their own application:

- STEP 1** Check if they need a **temporary resident visa (TRV)**. If a TRV is required, continue to step 2. <https://www.canada.ca/en/immigration-refugees-citizenship/services/visit-canada/entry-requirements-country.html>



- STEP 2**  Check the website for the visa office that will process the application. Follow the **"Visa Office Specific Instructions"** for necessary documents and procedures. <https://www.canada.ca/en/immigration-refugees-citizenship/corporate/contact-ircc/offices/international-visa-offices.html>

- STEP 3** Provide proof of their **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:** bank statements, proof of financial investments, a letter of employment, proof of property ownership, etc.
 - **Examples of social ties:** 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 or community.

You can give the following documents to your friend or family member to support their application:

- Copy of your **passport** (proof of identity)
- Copy of **Canadian immigration document** (proof of status)
 - Example: study permit, work permit, permanent resident card, or proof of Canadian citizenship
 - If you graduated and do not have a post-graduation work permit (PGWP) yet, you may submit:
 - A copy of your study permit and a completion of studies letter from CNC
 - A copy of your study permit and proof that you submitted your PGWP application to IRCC
- **Letter of Invitation** written by you (see template on page 2)
 - Information from IRCC here: <https://www.canada.ca/en/immigration-refugees-citizenship/services/visit-canada/letter-invitation.html>
 - If your visa office requires a notarized letter, find a Notary Public here: www.notaries.bc.ca
- **Additional documents** (optional – depends on your situation)
 - Bank statements and/or letter from employer (proof of available funds – if you are responsible to support your visitor)
 - CNC Enrolment Verification (proof of student status – if you are a current student)
 - Marriage certificate (proof of relationship – for inviting a spouse)



SAMPLE LETTER OF INVITATION

The Canadian Embassy, Immigration Section
22 Kenyatta Drive
Nairobi, Kenya

March 1, 2026

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.

Family member or friend's

- complete name
- date of birth
- current address and phone number

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, 2003, 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.

- Your complete name
- Your date of birth
- Your status in Canada (ex. student, worker)
- Your occupation
- Current address, telephone number, and email address

My convocation ceremony will be taking place on June 4, 2026. I wish to invite my parents to Canada to celebrate this important milestone of success in my life. My parents intend to stay in Canada for three weeks from May 20 to June 10, 2026. 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.

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

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

*The immigration information on this page has been reviewed and endorsed by a Regulated International Student Immigration Advisor (RISIA) in compliance with the Canadian Immigration and Refugee Protection Act (IRPA). However, this is not a legal document and information may change without notice. Always refer to ircc.canada.ca for the most up-to-date information, or contact an International Student Success Advisor.