

[Your Name]
[Your Address]
[City, Province, Postal Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Recipient's Title]
[Department or Agency Name]
[Address]
[City, Province, Postal Code]

Dear [Recipient's Name or "To Whom It May Concern"],

Subject: Application for Permanent Residency in Canada

I am writing to formally submit my application for permanent residency in Canada under the [specify the immigration program, e.g., Express Entry, Provincial Nominee Program, etc.]. I have attached all required documents to support my application, including [list key documents such as proof of identity, educational qualifications, work experience, etc.].

As outlined in my application, I believe that my skills and experience in [briefly describe your profession or field] will contribute positively to the Canadian community. I am eager to integrate and contribute to [mention any specific community, industry, or group if applicable].

Please do not hesitate to contact me if you require any further information or documentation to support my application.

Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Application Number (if applicable)]