

[Your Name]  
[Your Address]  
[City, Province, Postal Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient's Name]  
[Recipient's Position]  
[Company/Organization Name]  
[Address]  
[City, Province, Postal Code]

Dear [Recipient's Name],

I am writing to strongly recommend [Applicant's Name] for their application for immigration to Canada. I have had the pleasure of working with [Applicant's Name] at [Your Company/Organization] for [duration] as their [Your Position] and can attest to their excellent skills, work ethic, and character.

During [his/her/their] time with us, [Applicant's Name] has consistently demonstrated [specific skills and qualities, e.g., leadership, teamwork, technical expertise]. [He/She/They] was instrumental in [describe a relevant project or achievement] which significantly contributed to [explain the impact of the contribution].

[Applicant's Name] is not only dedicated and hardworking but also possesses a high level of professionalism and integrity. [He/She/They] is respected by colleagues and clients alike and often goes above and beyond to support the team and ensure success.

I am confident that [Applicant's Name] will be an asset to Canada, bringing [his/her/their] unique skills and perspective to [specific field or community]. I wholeheartedly support [his/her/their] application for immigration and believe [he/she/they] will thrive in [his/her/their] new environment.

Please feel free to contact me at [your phone number] or [your email address] should you require any further information or clarification.

Sincerely,

[Your Name]  
[Your Position]  
[Your Company/Organization]