

[Your Name]
[Your Address]
[City, Province, Postal Code]
[Email Address]
[Phone Number]
[Date]

[Immigration Office Address]
[City, Province, Postal Code]

Subject: Sponsorship Letter for [Beneficiary's Name]

Dear Sir/Madam,

I am writing to formally sponsor [Beneficiary's Name], who is applying for immigration to Canada under [specify the immigration program, e.g., Family Class, Skilled Worker, etc.].

I am a Canadian citizen/permanent resident residing in [City, Province] and have known [Beneficiary's Name] for [duration of the relationship]. [Provide a brief introduction about yourself, including your background, employment, and situation].

[Explain your relationship with the beneficiary, highlighting any relevant details that support the sponsorship, such as family ties, friendship, support, etc.].

I am committed to providing the necessary financial support to [Beneficiary's Name] during their initial period in Canada. I have enclosed [mention any supporting documents, such as proof of income, employment letter, or bank statements].

I understand the responsibilities of being a sponsor and am prepared to ensure that [Beneficiary's Name] will not require social assistance from the Canadian government.

Thank you for considering this sponsorship application. If you need any further information or documents, please do not hesitate to contact me.

Sincerely,

[Your Name]

[Signature if sending a hard copy]