

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

Canadian High Commission  
[Address of the Canadian High Commission]  
[City, State, Zip Code]

Dear Visa Officer,

Subject: Visitor Visa Application for [Your Full Name]

I am writing to formally apply for a visitor visa to Canada for the purpose of [state your purpose, e.g., tourism, visiting family, attending an event]. I plan to visit Canada from [start date] to [end date], and I intend to stay for [number of days/weeks].

As a [your profession or occupation], I am currently employed at [your employer's name] in [your home country]. I have attached a letter from my employer confirming my employment and detailing my leave of absence during the proposed travel dates.

During my stay in Canada, I plan to visit [list places you plan to visit, e.g., major cities, landmarks, travel itineraries].

I assure you that I have sufficient funds to cover my travel expenses, including accommodation, food, and transportation. I have enclosed my bank statements for the past [number of months] as proof of financial stability.

Furthermore, I have strong ties to my home country, including [mention any responsibilities or commitments that demonstrate your intention to return, such as family, ongoing employment, property ownership].

For your review, I have included the following documents with my application:

1. Completed application form
2. Valid passport
3. Financial statements
4. Employment letter
5. Travel itinerary
6. Proof of accommodation (if applicable)
7. [Any other supporting documents]

I respectfully request that you consider my application favorably. I look forward to the opportunity to experience the beauty and culture of Canada and am committed to returning to my home country following my visit.

Thank you for your time and consideration.

Sincerely,

[Your Name]  
[Your Signature (if sending a hard copy)]  
[Enclosures: List of attached documents]