

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

[Visa Office Address]
[City, State, Zip Code]

Subject: Visitor Visa Application

Dear Sir/Madam,

I am writing to formally apply for a visitor visa to Canada. My name is [Your Full Name], and I am a citizen of [Your Country]. I wish to visit Canada from [Planned Start Date] to [Planned End Date] for the purpose of [briefly state your reason for visiting, e.g., tourism, visiting family, attending an event].

During my stay, I plan to [describe your planned activities, e.g., stay with relatives, visit tourist attractions, etc.]. I have made arrangements to stay at [Name of Accommodation or Relative's Address], and I have sufficient funds to cover my expenses, totaling approximately [Amount in Currency].

Attached to this letter, you will find the following documents to support my application:

1. A copy of my passport
2. Proof of financial means, including bank statements
3. An itinerary of my planned activities
4. A letter of invitation from [Name of Person/Organization, if applicable]
5. [Any other relevant documents]

I assure you that I will abide by the laws of Canada during my visit and will return to [Your Country] after my stay. Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Signature (if sending a hard copy)]

[Your Printed Name]