

# Inviting Family & Friends To Visit Canada



Columbia College  
Established 1936

## What?

Citizens of certain countries are required to apply for a Temporary Resident Visa (TRV) to enter Canada.

If they are visa-exempt, they may only need to apply for an Electronic Travel Authorization (ETA) to travel to Canada by air.

To know what their entry requirements are, go to: <http://www.cic.gc.ca/english/visit/visas.asp>

## How?

Your family/friends can apply **online** (recommended) through this website:

<https://www.canada.ca/en/immigration-refugees-citizenship/services/visit-canada/about-visitor-2-visa.html>

You can also apply by paper. Some Canadian visa offices may have country-specific requirements. Go to this website to know more:

<https://www.canada.ca/en/immigrationrefugees-citizenship/corporate/contact-ircc/offices/international-visa-offices.html>

## Processing Time

This varies per country. To see the current processing time of your country, go to:

<https://www.canada.ca/en/immigration-refugees-citizenship/services/application/checkprocessing-times.html>



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## Your Role: The Inviter

The following supporting documents are recommended to be provided to your family & friends.

- Copy of your passport
- Current Immigration Document in Canada
  - May include: Study Permit, Post-Graduation Work Permit, Visitor Visa, Acknowledgment of Receipt letter from IRCC, etc.
  - Your immigration document must be valid for the duration of your family/friends intended stay in Canada.
- Documents confirming your status in Canada
  - Current CC Students: Request for Confirmation of Enrollment Letter from Main Reception
  - Recently Finished at CC: Request for Confirmation of Program Completion Letter from Main Reception + Graduation Confirmation Letter from Student Services Office
- Proof of Relationship (ie. birth certificate, marriage certificate, photos, etc)
- Signed Invitation Letter - See reverse side for a sample.
  - Note: Some visa offices require that your letter is notarized by a Notary Public.



## Your Role: The Applicant

They have to provide proof of economic and social ties to their home country to prove that they will leave Canada after their visit. The following may be included:

- Proof of Economic Ties: bank statements, investments, employment letters, business registration documents, property ownership documents, etc
- Proof of Social Ties: any evidence that they must return home after their visit to meet their social obligations to their family members or community. May include photos.

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## Sample Invitation Letter For a Current CC Student

(Month) (Date), (Year)

Case Processing Centre in Edmonton  
Immigration, Refugees and Citizenship  
Canada c/o Visitor and Temporary  
Resident Permits, Station 303 9700  
Jasper Avenue NW, Suite 55  
Edmonton, AB T5J 4C3

ONLINE Applications 

Address of Canadian Embassy from  
the country where the application will  
be submitted. Include the following:

- Street Address,
- City,
- Country and Postal Code

 PAPER Applications

Re: Letter of Invitation for my [parents/family/friend] (Name/s)

Dear Visa Officer:

I am writing this to support the Visitor Visa application of my parents. My father, John Doe (born February 24, 1953) and my mother, Jane Doe (born October 2, 1959) both live at 2345 Franklin Street, London, United Kingdom. Their home phone number is (020) 8255 0842.

**NOTE: the above paragraph includes the following: The complete names of the people you are inviting, their dates of birth, their relationship to you, and their current address and phone number.**

They would like to visit me in Canada, as we have not seen each other for two years. They intend to stay with me at my home for two weeks from July 1-15, 2018. Housing and food costs will be covered by me; they will cover all of the other costs for their trip.

**NOTE: the above paragraph includes the following: Purpose of visit, duration of visit, date leaving Canada and details of accommodation and living expenses.**

I am currently an international student, studying at Columbia College in Vancouver, BC. I have attached a copy of my passport, my study permit and a letter that confirms that I am enrolled as a full-time student. My date of birth is August 21, 1996. I live at 2255 Eton Street, Vancouver BC, V5L 1Z6. My phone number is 778-123-4567 and my e-mail address is jdoe@email.com.

**NOTE: the above paragraph includes the following: Your complete name, your date of birth, your status in Canada, your occupation and your current address and telephone number/ e-mail address.**

Thank you in advance for consideration of my [parents'/family's/friend's] application

Yours truly,  
(signed)  
James Doe