

To,

**Consulate of Canada**

466 Lexington Ave 20th floor, New York,  
NY 10017, United States

**Apr 6, 2023**

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**Subject: Approval of my Tourist Visa with Canadian Consulate**

Dear Sir/Madam,

I would like to visit Canada for tourism between Sep 4, 2023 and Sep 8, 2023 .

**Travel Purpose:** Tourism

As United States citizen, I need to get a Tourist Visa for the same. This would explain the details of my trip and make a case for the issuance of my visa.

- **Sep 4, 2023 : Niagara Falls**
- **Sep 5, 2023 : Banff National Park & the Rocky Mountains**
- **Sep 6, 2023 : Toronto's CN Tower**
- **Sep 7, 2023 : Old Quebec (Vieux-Quebec)**
- **Sep 8, 2023 : Whistler**

I am currently working at Magna International as Marketing Manager I am the bearer of the expense of this trip

I am following the requirements as mentioned on the Canadian consulate website.

Please find enclosed the following documents to support my Tourist Visa application :

- **Fully paid round trip flight ticket**
- **Proof of Invitation from my host**
- **Original and copy of my passport with minimum 6 months validity**

- Hotel bookings made for this trip.
- Attested bank statement of last 6 months
- Travel Itinerary during my trip as mentioned above.
- Proof of my leave approval from my employer
- Bank statement from my sponsorer for this trip.
- My employment contract
- Travel Insurance for the duration of my stay as per visa specifications mentioned on the consulate site
- My latest ITR which have been filed till date
- Flight itinerary from an agent. The itinerary will be ticketed once visa is approved.
- Duly filled visa application form
- Photos as per visa specification

I trust you will find that everything is in order. If you need to contact me for further clarification or additional details on my application my details are below.

I look forward to hearing from you.

Sincerely,

\_\_\_\_\_ Date: Apr 6, 2023

*(Richard)*

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