VISITOR VISA COVER LETTER

Gopal Poudel

gopal.poudel@example.com
18 November 2026

APPLICATION	Visitor visa (temporary resident visa)	PURPOSE	Family visit for our son's convocation
DATES	2–24 June 2027	HOST	Sanjeev Poudel (son), study permit holder
STAYING AT	[Street address], Scarborough, ON [postal code]	PASSPORT	PA0000000

The Visa Officer
Immigration, Refugees and Citizenship Canada

Visitor visa application: Family visit for our son's convocation, 2–24 June 2027

Dear Sir or Madam,

I am Gopal Poudel, 57, and I run a stationery and book shop in Butwal. I am applying for a visitor visa with my wife, Kamala Poudel, 53, who teaches at a community school in Butwal. We wish to visit our son, Sanjeev Poudel, who is completing a two-year diploma in computer programming at a college in Toronto on a study permit, and to attend his convocation on 10 June 2027. We plan to arrive on 2 June and leave on 24 June 2027. Kamala's application includes a copy of this letter.

Sanjeev has studied in Toronto since September 2025, and his college's letter confirms that he has completed his program and gives the convocation date. We have not seen him for two years, and we want to be there when he receives his diploma. We will stay with him in the apartment he rents in Scarborough; his lease and his letter of invitation are attached. Apart from the convocation, we plan a day at Niagara Falls and three days in Ottawa, by bus, and the rest of the time with him in Toronto. We chose these dates because they fall around the convocation and within Kamala's approved leave. We do not plan to work or study in Canada.

We will pay for the trip ourselves. Our return flights, reserved but not yet paid, cost NPR 4.2 lakh for the two of us, and we have set aside CAD 2,500, about NPR 2.6 lakh at NPR 105 to the dollar, for travel inside Canada, food and gifts. Sanjeev will give us a place to stay, as his letter says. I hold NPR 14.6 lakh in my savings account and NPR 10 lakh in a fixed deposit, as six months of statements and the deposit certificate show. My shop's taxable income was NPR 9.8 lakh in fiscal year 2082/83, as my income tax return shows, and Kamala's salary is NPR 52,000 a month.

Our home is in Butwal. We own our house there and 8 kattha of farmland in Rupandehi, as the land ownership certificates show. I have run my shop near Traffic Chowk since 2004; its registration with the sub-metropolitan city, PAN certificate and tax returns are attached. Kamala has taught at the same school for 21 years, and her leave is approved from 31 May to 26 June 2027. My mother, who is 81, lives with us, and our daughter, who is studying for a BBS in Butwal, will stay at home with her. Our relationship certificate shows the whole family.

In April 2024 we spent a week in Thailand on tourist visas and came home on the date we planned; the visas and stamps are in our passports. We have also travelled to India several times, which needs no visa for Nepali citizens. Neither of us has been refused a visa by any country.

We will leave Canada on 24 June 2027, as our return reservation shows, and Kamala must be back at school on 27 June. The documents follow the order of this letter: Sanjeev's invitation, study permit and college letter; our bank statements and tax papers; Kamala's leave letter; and the property and relationship certificates.

Sample from careerkyt.com — make your own free

We have bought travel health insurance for both of us for the whole stay, and the policy is attached. I take medicine for blood pressure, and I will carry enough for the trip with my doctor's prescription.

Yours sincerely,

Gopal Poudel
gopal.poudel@example.com