Date

To Whom It May Concern;

RE: Client name

Address

Confirmation of Sponsorship Income

Family XXX arrived in Canada on \_\_\_\_\_\_\_\_\_\_\_\_\_(date). Since that time, they have been receiving $\_\_\_\_\_\_\_ / month to meet their settlement related costs raised by the sponsorship group \_\_\_\_\_\_\_\_\_ (Name of Group). Family XXX’s sponsorship support payments will end \_\_\_\_\_\_\_\_\_\_\_\_\_\_(date).

Please do not hesitate to contact us with any questions you may have.

Sincerely,

[Name of Group Rep

& Contact info]