



# IMMIGRATION Canada

## Applying for Permanent Residence Business Class Applicants

- Investors
- Entrepreneurs
- Self-employed Persons



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**This application is made available free by Citizenship and Immigration Canada and is not to be sold to applicants.**

**Cette trousse est également disponible en français**

## Contact Information

### Web site

For more information on the programs offered by Citizenship and Immigration Canada, visit our Web site at [www.cic.gc.ca](http://www.cic.gc.ca). For some types of applications you can inform us of a change of address and find out what is happening with your application through [on-line services](#) on the Web site.

### Within Canada

If you are in Canada, you can also phone our **Call Centre**. An automated telephone service is available seven days a week, 24 hours a day and is easy to use if you have a touch-tone phone. You can listen to pre-recorded information on many programs, order application forms, and for some types of applications the automated service can even update you on the status of your case.

When you call, have a pen and paper ready to record the information you need. Listen carefully to the instructions and press the number for the selection you want. At any time during your call, you may press \* (the star key) to repeat a message, **9** to return to the main menu, **0** to speak to an agent, or **8** to end your call. If you have a rotary phone, wait for an agent to answer you.

If you need to speak to an agent, you must call Monday to Friday between 8 a.m. and 4 p.m. local time.

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**From anywhere in Canada, call**

**1-888-242-2100 (toll-free)**

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### Using a text telephone?

Call our TTY service from Monday to Friday between 8 a.m. and 4 p.m. local time at: **1-888-576-8502** (toll-free).

### Outside Canada

If you are outside Canada, you can contact a Canadian embassy, high commission or consulate. Consult our [Web site](#) for addresses, phone numbers and Web site addresses of our visa offices.



**This is not a legal document.** For legal information, refer to the *Immigration and Refugee Protection Act and Regulations* or the *Citizenship Act and Regulations*, as applicable.

**This publication is available in alternative formats upon request.**

# Overview

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Canada welcomes successful business people who are seeking new opportunities and challenges. The Business Immigration Program is designed to encourage and facilitate the admission of these individuals. Both the federal and provincial/territorial governments welcome business immigrants and offer services to help immigrants start a business and settle in Canada.

This **guide** provides information on how to qualify as a business immigrant and how to apply for permanent residence in Canada. It states the requirements and features of the three business immigrant classes: investors, entrepreneurs and self-employed persons. The **guide** also contains instructions on how to complete the five **application forms**: *Application for Permanent Residence in Canada* (IMM 0008, Generic), *Background/Declaration* (IMM 0008, Schedule 1), *Economic Classes - Business Immigrants* (IMM 0008, Schedule 6), *Additional Family Information* (IMM 5406) and *Authority to Release Information to Designated Individuals* (IMM 5476).

While the information in this application pertains to immigration to any place in Canada, the province of Quebec, under the *Canada-Quebec Accord*, operates its own business immigration program. Quebec's rules may differ from those in this guide. Immigrants in the Quebec program must intend to live in Quebec and must be selected by Quebec. If you want to settle in Quebec, contact the responsible Quebec Immigration Office (see [Appendix E](#)) or request this information from one of our visa offices. The responsible Quebec Immigration office will send you an application, which includes a *Demande de Certificat de sélection* form, to be completed and returned to the appropriate address. If your application is approved, you will be issued a *Certificat de sélection du Québec* (CSQ) (see [Definitions](#)). You must then complete our forms and send them along with the original of the CSQ to one of our visa offices.

Separate application guides are also available for skilled worker and family class immigrants. A skilled worker immigrant is someone with specific experience and occupational skills that are readily transferable to the Canadian labour market. Family class immigrants are sponsored to come to Canada by a relative such as a parent, spouse or common-law partner. If you think you may qualify in one of these categories, you can find the appropriate application at [www.cic.gc.ca](http://www.cic.gc.ca) or at any of our visa offices.

**It is an offence under the *Immigration and Refugee Protection Act* to knowingly make a false or misleading statement in support of an application for permanent residence in Canada.**

# Definitions

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## Read the following carefully:

**Accompanying family member:** A spouse, common-law partner or dependent child of the principal applicant who intends to obtain permanent resident status in Canada. Accompanying family members can travel separately from the principal applicant but must not arrive in Canada before the principal applicant.

### **Business experience:**

- In respect of an **investor**, means:
  - The management of a **qualifying business** and the control of a **percentage of equity** of a qualifying business for at least two years in the period beginning five years before the date of application; or
  - The management of at least five **full-time job equivalents** per year in a business for at least two years in the period beginning five years before the date of application.
- In respect of an **entrepreneur**, means:
  - The management of a **qualifying business** and the control of a **percentage of equity** of a qualifying business for at least two years in the period beginning five years before the date of application.

**Certificat de sélection du Québec (CSQ):** A document issued by the Ministère des Relations avec les citoyens et de l'Immigration (MRCI), indicating that an immigration candidate has been accepted to live in the province of Quebec upon arrival in Canada.

**Common-law partner:** A person who is living in a conjugal relationship with another person, either of the same or opposite sex, who has done so for a period of at least one year.

**Dependent children:** Daughters and sons, including children adopted before the age of 18, who:

- are under the age of 22 and do not have a spouse or common-law partner; or
- have been continuously enrolled and in attendance as full-time students in an educational institution and financially supported by their parents since turning 22 (or since marrying or entering into a common-law relationship if this happened before the age of 22); or
- depend substantially on the financial support of their parents since turning 22 and are unable to support themselves due to a medical condition.

**Educational credential:** Any diploma, degree, trade or apprenticeship credential issued for the completion of a program of study or training at a recognized educational or training institution.

**Family member:** A spouse, common-law partner, dependent child, or dependent child of a dependent child of the principal applicant. The spouse or common-law partner of the principal applicant's dependent child is also considered a family member.

**Full-time equivalent studies:** With respect to part-time or accelerated studies, the period that would have been required to complete those studies on a full-time basis.

**Full-time job equivalent:** Defined as 1,950 hours of paid employment.

**Net assets:** Assets minus liabilities plus shareholder loans from the applicant and their spouse or common-law partner.

**Net income:** After tax profit or loss plus remuneration to the applicant and their spouse or common-law partner.

**Net worth:** The fair market value of the assets of the applicant and their spouse or common-law partner minus the fair market value of all their liabilities.

**Percentage of equity:**

- In respect of a sole proprietorship, 100% of the equity of a sole proprietorship.
- In respect of a corporation, the percentage of the issued and outstanding voting shares of the capital stock of the corporation controlled by the applicant or their spouse or common-law partner.
- In respect of a partnership or joint venture, the percentage of the profit or loss of a partnership or joint venture to which the applicant or their spouse or common-law partner is entitled.

**Post-secondary credential:** Any diploma, certificate, or other credential other than a university credential issued for the completion of a program of study or training at a recognized educational or training institution.

**Qualifying business:** A business—other than a business operated primarily for the purpose of deriving investment income such as interest, dividends or capital gains—for which, in each of any two years in the period beginning five years before the date of application and ending on the date of the interview decision, there is proof of any two of the following:

1. That the percentage of equity multiplied by the number of full-time job equivalents is equal to or greater than two full-time job equivalents per year;
2. That the percentage of equity multiplied by the total annual sales is equal to or greater than \$500,000;
3. That the percentage of equity multiplied by the net income in the year is equal to or greater than \$50,000; and
4. That the percentage of equity multiplied by the net assets at the end of the year is equal to or greater than \$125,000.

**Qualifying Canadian business:** A business operated in Canada by an entrepreneur—other than a business operated primarily for the purpose of deriving investment income, such as interest, dividends or capital gains—for which there is, in any year within the period of three years after the day the entrepreneur becomes a permanent resident, proof of any two of the following:

1. That the percentage of equity multiplied by the number of full-time job equivalents is equal to or greater than two full-time job equivalents per year;
2. That the percentage of equity multiplied by the total annual sales is equal to or greater than \$250,000;
3. That the percentage of equity multiplied by the net income in the year is equal to or greater than \$25,000; and
4. That the percentage of equity multiplied by the net assets at the end of the year is equal to or greater than \$125,000.

**Relevant experience:** In respect of a **self-employed person**, means

- For at least two years in the period beginning five years before the date of application:
  - Self-employment in cultural activities or athletics; or
  - Participation, at the world-class level, in cultural activities or athletics; or
  - Farm management experience.

**Spouse:** A person of the opposite sex who is 16 years of age or older and to whom the applicant is legally married.

**Visa office:** A Canadian immigration office outside Canada, located at a Canadian Embassy, High Commission or Consulate.

**All monetary amounts mentioned throughout this application are in Canadian dollars.**

# Types of Business Applicants

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Canada has three classes of business immigrants: **investors**, **entrepreneurs** and **self-employed persons**. You must choose to apply under only **one** of these classes, even if you meet the requirements for more than one class. Features of each type are listed below to help you make that decision. Note that you cannot change the class you are applying under once you have submitted your application.

## Investors

Investors must have business experience. They must have **either**:

- (a) managed a qualifying business and controlled a percentage of equity of a qualifying business for at least two years in the period beginning five years before the date of application, or
- (b) they must have managed at least five full-time job equivalents per year in a business for at least two years in the period beginning five years before the date of application.

The investor class applicant must have a net worth of at least \$800,000. They are required to make an investment of \$400,000, paid to the Receiver General of Canada. The investment is subsequently allocated to participating provinces and territories in Canada. These governments use the funds for job creation and economic development. The full amount of the investment (without interest) is repaid to the investor after five years. The exact date of repayment depends on when the \$400,000 is received by Citizenship and Immigration Canada. At the latest, the amount would be returned five years and 3 months after the date of payment. The return of the investment is fully guaranteed by participating provinces and territories.

### Features of the Investor Program

- Investors are not required to start a business in Canada;
- Investments are fully guaranteed by provinces and territories that participate in the program;
- The provinces and territories control the investment during the five year lock-in period; and
- No immigration conditions are imposed upon admission to Canada.

Under the *Canada-Quebec Accord*, the province of Quebec operates its own immigrant investor program. All investors in the Quebec program must intend to live in Quebec and must be selected by Quebec. In common with the federal program, investors in the Quebec program must invest \$400,000 and have a net worth of \$800,000.

## Entrepreneurs

Entrepreneurs must have business experience. They must have managed a qualifying business and controlled a percentage of equity of a qualifying business for **at least two years** in the period beginning five years before the date of application.

The entrepreneur class applicant must have a net worth of at least \$300,000. Additionally, they must have the intention and the ability to:

1. Control a percentage of equity of a qualifying Canadian business equal to or greater than 33<sup>1/3</sup>% ;
2. Provide active and ongoing management of the qualifying Canadian business; and

3. Create at least one incremental full-time job equivalent for one or more Canadian citizens or permanent residents other than the entrepreneur applicant and their family members.

Entrepreneurs are required to sign a declaration stating they intend and will be able to meet the conditions of permanent residence.

### Features of the Entrepreneur Program

- A minimum net worth requirement of \$300,000;
- A requirement that within three years of becoming a permanent resident, the entrepreneur must have controlled and have actively managed a qualifying Canadian business for a period of at least one year, and that the business must have created employment opportunities for others; and
- All family members are admitted under the same conditions as the principal applicant; the conditions are removed once the entrepreneur satisfies the conditions.

Under the *Canada-Quebec Accord*, the province of Quebec operates its own immigrant entrepreneur program. All entrepreneurs in the Quebec program must intend to live in Quebec and must be selected by Quebec. In common with the federal programs, entrepreneurs in the Quebec program must have a net worth of \$300,000.

## Self-employed persons

Self-employed immigrants must have **relevant experience** (see [Definitions](#)). Points are awarded for relevant experience within the five-year period immediately preceding the date of application.

### Features of the Self-employed persons program

- No immigration conditions are imposed on this class.
- Self-employed immigrants must have the experience, intention and ability to:
  - establish a business that will, at a minimum, create an employment opportunity for themselves and that will make a significant contribution to cultural activities or athletics in Canada; or
  - purchase and manage a farm in Canada.

# Selection Criteria

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You must first meet the definition of the one class you are applying under (investor, entrepreneur or self-employed person) to be eligible for selection. If you successfully meet the definition, you are then assessed against five selection factors: age, education, official languages, experience and adaptability. For each selection factor, a specific number of selection points are allotted. The following tables will help you estimate how many points you would earn for each factor. It is important that you make a careful assessment before you apply because you must pay certain fees, one of which is non-refundable (the processing fee) even if your application is refused. If you have a score lower than a total of 35 points, your application may be refused. The pass mark for all three classes of business immigrants is 35.

## Investors and Entrepreneurs

### Factor 1: Business experience (maximum 35 points)

Business experience must have been obtained within the period beginning five years before the date of application.

Two years business experience	20
Three years business experience	25
Four years business experience	30
Five years business experience	35

### Factor 2: Age (maximum 10 points)

Points are given for your age at the time your application is received.

Age	Total Points
16 or under	0
17	2
18	4
19	6
20	8
21-49	10
50	8

51	6
52	4
53	2
54 and over	0

### Factor 3: Education (maximum 25 points)

You have not completed secondary school (also called high school)	0
You have obtained a secondary school credential	5
You have obtained a one-year post-secondary educational credential and completed at least 12 years of full-time or full-time equivalent studies.	12
You have obtained a one-year post-secondary educational credential and completed at least 13 years of full-time or full-time equivalent studies	15
You have obtained a one-year university credential at the bachelor's level and completed at least 13 years of full-time or full-time equivalent studies.	15
You have obtained a two-year post-secondary educational credential and completed at least 14 years of full-time or full-time equivalent studies.	20
You have obtained a two-year educational credential at the bachelor's level and completed at least 14 years of full-time or full-time equivalent studies.	20
You have obtained a three-year post-secondary educational credential and completed at least 15 years of full-time or full-time equivalent studies.	22
You have obtained two or more university educational credentials at the bachelor's level and completed at least 15 years of full-time or full-time equivalent studies.	22
You have obtained a Master's or PhD and completed at least 17 years of full-time or full-time equivalent studies.	25

### Factor 4: English and French language ability (maximum 24 points)

To assess your English and French language ability, first decide which language you are most comfortable with. This language is your **first official language**. The language you feel less comfortable communicating with is your **second official language**. Next, award points according to your ability to read, write, listen to and speak English and French. The following two tables define the levels of language proficiency and how points are allotted for each level:

Skill Level	Criteria
High proficiency	You can communicate effectively in most community and workplace situations. You speak, listen to, read and write the language very well.
Moderate proficiency	You can make yourself understood and you understand what others are saying in most workplace and community situations. You speak, listen to, read and write the language well.
Basic proficiency	You do not meet the above criteria for moderate proficiency but still have some ability to speak, listen to, read or write the language.
No proficiency	You have no ability whatsoever in speaking, listening to, reading or writing the language.

## Calculating your language points

First official language	Read	Write	Listen	Speak	Maximum score per category
High proficiency	4	4	4	4	16
Moderate proficiency	2	2	2	2	8
Basic proficiency	1	1	1	1	2
No proficiency	0	0	0	0	0
<b>Maximum possible score for all four abilities in first official language =</b>					<b>16</b>
Second official language	Read	Write	Listen	Speak	Maximum score per category
High proficiency	2	2	2	2	8
Moderate proficiency	2	2	2	2	8
Basic proficiency	1	1	1	1	2
No proficiency	0	0	0	0	0
<b>Maximum possible score for all four abilities in second official language =</b>					<b>8</b>
<b>Maximum possible score total for both official languages =</b>					<b>24</b>

## Factor 5: Adaptability (maximum 6 points)

A maximum of 6 points for adaptability can be earned by any combination of the following elements:

You have made a business exploration trip to Canada in the period beginning five years before the date of your application.	6
You have participated in joint federal-provincial business immigration initiatives.	6

If you wish to be assessed for adaptability points, it is necessary that your province of destination provide you with documentation indicating that it is satisfied that you have met one or both of the above elements.

For the purpose of awarding points:

- (a) a trip to Canada becomes a business exploration trip to Canada only when a province has deemed it to be so; and
- (b) each province establishes individually, what constitutes participation in a joint federal-provincial business immigration initiative.

If you wish to earn points for adaptability, you should first contact the provincial or territorial government contact for the province/territory to which you are destined. Consult the list in [Appendix F Provincial and Territorial Government Contacts](#). The province can then provide you with appropriate documentation indicating that, in their view, you have met the regulatory requirements. You must submit this documentation to the visa office.

## Self-employed Persons

### Factor 1: Business experience (maximum 35 points)

Business experience must have been obtained within the period beginning five years before the date of application.

Two years business experience	20
Three years business experience	25
Four years business experience	30
Five years business experience	35

### Factor 2: Age (maximum 10 points)

Points are given for your age at the time your application is received.

Age	Total Points
16 or under	0
17	2
18	4
19	6
20	8
21-49	10
50	8
51	6
52	4
53	2
54 and over	0

### Factor 3: Education (maximum 25 points)

You have not completed secondary school (also called high school)	0
You have obtained a secondary school credential	5
You have obtained a one-year post-secondary educational credential and completed at least 12 years of full-time or full-time equivalent studies.	12
You have obtained a one-year post-secondary educational credential and completed at least 13 years of full-time or full-time equivalent studies	15
You have obtained a one-year university credential at the bachelor's level and completed at least 13 years of full-time or full-time equivalent studies.	15
You have obtained a two-year post-secondary educational credential and completed at least 14 years of full-time or full-time equivalent studies.	20
You have obtained a two-year educational credential at the bachelor's level and completed at least 14 years of full-time or full-time equivalent studies.	20
You have obtained a three-year post-secondary educational credential and completed at least 15 years of full-time or full-time equivalent studies.	22
You have obtained two or more university educational credentials at the bachelor's level and completed at least 15 years of full-time or full-time equivalent studies.	22
You have obtained a Master's or PhD and completed at least 17 years of full-time or full-time equivalent studies.	25

### Factor 4: English and French language ability (maximum 24 points)

To assess your English and French language ability, first decide which language you are most comfortable with. This language is your **first official language**. The language you feel less comfortable communicating with is your **second official language**. Next, award points according to your ability to read, write, listen to and speak English and French. The following two tables define the levels of language proficiency and how points are allotted for each level:

Skill Level	Criteria
High proficiency	You can communicate effectively in most community and workplace situations. You speak, listen, read and write the language very well.
Moderate proficiency	You can make yourself understood and you understand what others are saying in most workplace and community situations. You speak, listen, read and write the language well.
Basic proficiency	You do not meet the above criteria for moderate proficiency but still have some ability to speak, listen to, read or write the language.
No proficiency	You have no ability whatsoever in speaking, listening to, reading or writing the language.

## Calculating your language points

First official language	Read	Write	Listen	Speak	Maximum score per category
High proficiency	4	4	4	4	16
Moderate proficiency	2	2	2	2	8
Basic proficiency	1	1	1	1	2
No proficiency	0	0	0	0	0
<b>Maximum possible score for all four abilities in first official language =</b>					<b>16</b>
Second official language	Read	Write	Listen	Speak	Maximum score per category
High proficiency	2	2	2	2	8
Moderate proficiency	2	2	2	2	8
Basic proficiency	1	1	1	1	2
No proficiency	0	0	0	0	0
<b>Maximum possible score for all four abilities in second official language =</b>					<b>8</b>
<b>Maximum possible score total for both official languages =</b>					<b>24</b>

## Factor 5: Adaptability (maximum 6 points)

A maximum of 6 points for adaptability can be earned by any combination of the following elements:

1	<b>Your accompanying spouse or common-law partner's level of education</b>	
	Secondary school (high school) diploma or less	0
	A one or two-year post-secondary educational credential <b>and</b> at least 13 years of education	3
	A three-year post secondary educational credential <b>and</b> at least 15 years of education	4
	A three-year university credential <b>and</b> at least 15 years of education	4
	A Master's or PhD <b>and</b> at least 17 years of education	5
2	<b>You or your accompanying spouse or common-law partner has studied in Canada</b>	
	Not at all, or anything less than two years post-secondary education in Canada	0
	Obtained a Canadian post-secondary educational credential of at least two years since the age of 18	5
3	<b>You or your accompanying spouse or common-law partner has worked in Canada</b>	
	Not at all, or less than one year full-time work in Canada	0
	Worked full-time in Canada for at least one year	5
4	<b>You or your accompanying spouse or common-law partner has family in Canada</b>	
	No	0
	Have a parent, grandparent, aunt, uncle, sister, brother, nephew, niece, child or grandchild who is a Canadian citizen or permanent resident living in Canada	5

## Your Score

For all three business classes, use the table below to calculate your total score. The pass mark is 35. The maximum possible score for each class is 100.

The pass mark is variable and is determined, on an ongoing basis, by the Minister of Citizenship and Immigration Canada, who bases the pass mark on three factors:

1. The number of applications made by members of the class you are applying under currently being processed;
2. The number of members of your class projected to become permanent residents according to the most recent Parliamentary report; and
3. The potential, taking into account economic and other relevant factors, for the establishment of members of your class in Canada.

The officer reviewing your application will first determine whether or not you meet the definition of the class you are applying under (investor, entrepreneur or self-employed person). If you meet the definition, the officer will then assess your score against the selection criteria. If there is a difference between the points you give yourself and the points the officer awards you, the officer's assessment will prevail.

FACTOR		Maximum Points	Your Score
1	Business experience / Relevant experience	35	
2	Age	10	
3	Education	25	
4	Language proficiency	24	
5	Adaptability	6	
<b>Total</b>		<b>100</b>	

# Funds Required to Settle in Canada

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The Government of Canada provides no financial support to business immigrants. All business applicants must establish that they have enough money to support themselves and their family members for at least one year after they arrive in Canada. This is normally satisfied by the net worth requirement. Nonetheless, you should research the cost of living in the region of Canada where you intend to live and have access to enough capital for your initial establishment.

You should be aware that Canadian legislation requires persons entering Canada to declare cash funds of \$10,000 CDN or more. You will have to disclose these funds to a Canadian official upon arrival. Cash funds means money (coins or bank notes), securities in bearer form (stocks, bonds, debentures, treasury bills, etc.) and negotiable instruments in bearer form (bank drafts, travellers' cheques, money orders, etc.).

# Fees

There are two fees to be paid when applying for immigration to Canada – one is a **processing fee** and the other is a **Right of Permanent Residence** fee.

The processing fee **is non-refundable** whether your application is approved or not. It must be paid when you send your application to the visa office. A processing fee must be paid for you and all of your family members accompanying you to Canada.

The Right of Permanent Residence Fee is required of you and your spouse or common-law partner. All of your dependent children, and the dependent children of your dependent children, are exempt from this fee. Unlike the Processing fee, the Right of Permanent Residence Fee **is refundable** if a permanent resident visa is not issued or used, or if you withdraw your application. It can be paid at any time during the application process, but must be paid before a permanent resident visa can be issued. If you do not pay the fee when you submit your application, the visa office will contact you when it is time to pay.

The tables below show you how to calculate the amount required in **Canadian dollars (CDN\$)**.

**Important:**

For information on how to pay your fees, such as the acceptable payment method, consult the Web site of the visa office to which you will be applying (follow the links in [www.cic.gc.ca](http://www.cic.gc.ca)). Your fee payment must accompany your completed application. If it does not, your application will be returned to you.

## Immigration and right of permanent residence fee schedules

A	PROCESSING FEE	Number of People	Amount per Person	Amount Due
	Applicant	1	x \$1050	\$1050
	Spouse or common-law partner		x \$550	\$
	Each dependent child 22 years and over who does not have a spouse or common-law partner		x \$550	\$
	Each dependent child under 22 years who does not have a spouse or common-law partner		x \$150	\$
Total A				\$

B	RIGHT OF PERMANENT RESIDENCE FEE	Number of People	Amount per Person	Amount Due
	Applicant	1	x \$975	\$975
	Applicant's spouse or common-law partner		x \$975	\$
	Applicant's dependent child	Not Applicable		
Total B				\$
<b>Total fees (A+B)</b>				\$

# Frequently Asked Questions

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## Should I hire a lawyer or consultant?

This guide should provide you with all the information you need to complete your forms and it should not be necessary to pay anyone to assist you. However, should you do so, this will be a private arrangement between you and that person and does not affect the processing of your application by the visa office.

## Must I or other members of my family attend an interview?

An officer will decide if an interview is necessary. If so, you will be informed of the time and place. Your spouse or common-law partner and dependent children aged 18 or over may also be asked to come to the interview. The officer may ask about your job, experience, education, reasons for migrating, plans and preparations. The officer may also ask about your family, health, financial situation, or past difficulties with the law. There may also be questions to determine your ability to settle successfully in Canada.

# How to Apply to Immigrate to Canada

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- STEP 1.** Collect the documents you need to support your application. These are listed in the [Appendix A Checklist](#). The Checklist will tell you how many copies of the application form the visa office needs. It will also tell you which documents must be originals and which should be photocopies, and whether a certified translation in English or French is required.
- STEP 2.** Photocopy the forms. Page two of the *Application for Permanent Residence in Canada* (IMM 0008, Generic) form asks for details of family members. There is space for three family members on the form. If you have more than three family members, photocopy this page before you start to fill it in so you have enough space for everyone.
- You, the principal applicant, must complete *Schedule 6: Economic Classes - Business Immigrants*. You, your spouse or common-law partner and each dependent child aged 18 or over (whether accompanying you or not) must each complete *Schedule 1: Background/Declaration*. This guide provides only one copy of each form. Before you start to fill them in, be sure to make enough photocopies for your needs.
- STEP 3.** Complete the *Additional Family Information* form (IMM 5406). You, your spouse or common-law partner and each dependent child aged 18 or over (whether accompanying you or not) must each complete this form. It is very important that you also list on this form any other children you may have (even if they are already citizens or permanent residents of Canada). This includes adopted children, step-children, married children and any of your children who have been adopted by others or are in the custody of an ex-spouse or common-law partner. Where custody arrangements have been made, you must provide copies of the custody documents.

- STEP 4.** Complete the *Authority to Release Information to Designated Individuals* form (IMM 5476) if you want us to release the information on your application to someone other than yourself.
- STEP 5.** Obtain a police certificate/clearance from every country in which you or your family members aged 18 years or over have lived for six months or longer since reaching the age of 18 (see [Appendix B](#)).
- STEP 6.** Use the instructions in the [Fees](#) section to calculate the fees you must send with your application. Pay the fees according to instructions on the Web site of the visa office to which you will be applying. Do not mail cash.
- STEP 7.** Use the [Checklist](#) to verify that you have all of the required documents. It is important to note that the visa office may request additional information at any time during the application process.
- STEP 8.** Submit your completed application to the Canadian visa office responsible for:
- the country in which you are residing, provided you have been lawfully admitted to that country for at least one year; or
  - your country of nationality.

To find out which visa office will serve you, consult our Web site at [www.cic.gc.ca/english/offices/apply-where.html](http://www.cic.gc.ca/english/offices/apply-where.html) or contact a Canadian embassy, consulate or high commission.

Print your name and address on the top left-hand side of the envelope. If mailing, make sure that your envelope has sufficient postage. The post office will return your application to you if it does not have enough postage.

**If you do not fully complete and sign the forms, your application will be returned to you unprocessed.**

# Completing the Forms

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The following pages do not contain instructions for all the boxes on the forms. Most questions are clear; instructions are provided only when necessary. Attach a separate sheet of paper if you need more space and indicate the number of the question you are answering.

You must answer all questions. If you leave any sections blank, your application will be returned to you and processing will be delayed. If any sections do not apply to you, answer “N/A” (“Not applicable”). Print clearly with a black pen or use a typewriter. Be sure to make enough photocopies before you start.

If your application is accepted and information you provide on the forms changes before you arrive in Canada, you must inform, in writing, the visa office to which you applied. You must do this even if your visa has already been issued.

**WARNING!** It is a serious offence to give false or misleading information on this form. We may check to verify your responses.

## **Application for Permanent Residence in Canada (IMM 0008, Generic)**

This form must be completed by the principal applicant. Page two of the form asks for details of dependent family members. There is space for three family members on the form. If you have more than three family members, photocopy this page before you start to fill it in so you have enough space for everyone.

At the top of the form, there are three boxes:

### **Category under which you are applying**

Check the “Economic Class” box.

### **Number of family members**

Write the total number of people included in your application, including yourself and any family members, whether they are accompanying you to Canada or not.

### **Preferred Language**

**Correspondence:** Decide which of English or French you are more comfortable reading and writing, and check the appropriate box.

**Interview:** You may be selected for an interview. Interviews can be conducted in English or French. You may also be interviewed in another language of your choice; however, you will be responsible for the cost of hiring an interpreter.

Instructions on how to fill out the rest of the form are listed below.

1. Print your full **family name** (surname) as it appears on your passport or on the official documents that you will use to obtain your passport. Print all of your **given names** (first, second or more) as they appear on your passport or official documents. Do not use initials.
5. If you are a citizen of more than one country, give details on a separate page.
10. This section requires you to give details of your past marriages or common-law relationships (see [Definitions](#)). If you have never had a spouse or common-law partner other than your current one, check the “No” box and proceed to Question 11. If you have, check the “Yes” box and provide the details requested. If you have had more than two previous spouses or common-law partners, give details on a separate page.

12. Check the box that best describes the highest level of education you have completed. If you have not completed secondary school, check the “No secondary” box.
- Secondary education:** the level of schooling after elementary and before college, university, or other formal training. Also called high school.
- Trade/Apprenticeship:** completed training in an occupation, such as carpentry or auto mechanics.
- Non-university certificate/diploma:** training in a profession that requires formal education but not at the university level (for example, dental technician or engineering technician).
- Bachelor’s degree:** An academic degree awarded by a college or university to those who complete the undergraduate curriculum; also called a baccalaureate. Examples include a Bachelor of Arts (BA), Bachelor of Science (BSc) or Bachelor of Education (BEd).
- Master’s degree:** An academic degree awarded by the graduate school of a college or university. You must have completed a Bachelor’s degree before a Master’s degree can be earned.
- PhD:** the highest university degree, usually based on at least three years graduate study and a dissertation. Normally, you must have completed a Master’s degree before a PhD can be earned.
14. This is the address we will use to mail correspondence regarding your application. Print your address in English and, if applicable, also in your own native script.
19. Cards issued by a foreign national, provincial, municipal or other government, as well as cards issued by a recognized international agency such as the Red Cross, can be used to identify yourself. If you have such a card, print the number in the space provided. Photocopy both sides of the card and attach the photocopy to your application. If you do not have an identity card, print “N/A”.

## Details of family members

### Given name(s)

Print all of your family members’s **given names** (first, second or more) as they appear on his or her passport or official documents. Do not use initials.

### Country of citizenship

If your family member is a citizen of more than one country, give details on a separate page.

### Relationship to you

Indicate whether the family member is your spouse, common-law partner, daughter or son.

### Will accompany you to Canada

Tell us if your family member will come to Canada with you. He or she must immigrate before the visa expires, but may arrive in Canada after you.

### Education

Indicate the level of education your family member has successfully completed. Use the categories listed in Question 11.

### Photos

- See [Appendix C: Photo Specifications](#).
- Consult the Web site of the visa office to which you are applying for the number of photos you need (follow the links from [www.cic.gc.ca](http://www.cic.gc.ca)).

- Take the **Photo Specifications** sheet to a photographer. Ask the photographer to provide you with the required number of photos for yourself and each family member accompanying you to Canada.
- On the back of each photo, write the name of the person appearing in the photo and their height and eye colour.
- Enclose all photos of each person in an envelope and seal the envelope.
- Write **your** name and date of birth on the outside of the envelope.
- Staple the envelope to your permanent residence application form. Be careful not to staple or bend the photographs.

## **Background / Declaration** **(IMM 0008, Schedule 1)**

1. Write all of your given names. Do not use initials.
6. Indicate your current status in the country where you now live (for example, citizen, permanent resident, visitor, refugee, no legal status, etc.).
10. Provide details of all post-secondary education. Begin with the most recent program completed.
11. You must account for every month since your 18<sup>th</sup> birthday. Under “Activity”, print your occupation or job title if you were working. If you were not working, enter what you were doing (for example, unemployed, studying, travelling, etc.). Attach another sheet if necessary.
15. Give a complete address including the street, town or city, province or region, and country. If there was no street or street number, explain exactly the location of the house or building.

### **Declaration**

Read the statements carefully. Sign and date in the boxes provided. By signing, you certify that you fully understand the questions asked, and that the information you have provided is complete, truthful, and correct. If you do not sign, the application will be returned to you.

## **Economic Classes - Business Immigrants** **(IMM 0008, Schedule 6)**

All questions on this form must be completed by the principal applicant.

1. Choose the one class you are applying under. Refer to section **Types of Business Applicants** for information on the different classes.
4. To assess your English and French language ability, refer to the tables in section **Selection Criteria**.
6. If yes, give details such as the dates of your trip, which cities you were in and what businesses or organizations you visited.
7. If yes, give details such as the name of the initiative, the federal departments and provincial governments involved and the dates of your participation.
8. You must complete all sections of this question (A to E) for every business in which you had ownership. Photocopy page two and complete a separate copy for every business.

13. The last option box under relationship, “spouse or common-law partner,” applies only to the principal applicant.
15. **B and G: Real Property** includes any property of significant value, such as real estate, boats, aircraft and high-value automobiles.
- J: Total Funds** refers to the amount of available and transferable money you have available for settlement in Canada (indicate amount in Canadian dollars).
16. **Complete this section if you are applying in the Entrepreneur Class.** If you do not check “Yes” your application will be returned to you.

## **Additional Family Information (IMM 5406)**

Before you begin writing on this form, make enough photocopies for yourself and for each person who must complete it. You, your spouse or common-law partner and each dependent child aged 18 or over (whether accompanying you or not) must complete this question. All sections must be answered. If any sections do not apply, answer “NOT APPLICABLE” or “N/A”.

It is very important that you list on this form any other children (even if they are already permanent residents of Canada or Canadian citizens) that you, your spouse or common-law partner or your dependent children might have who are not included in your *Application for Permanent Residence in Canada* (IMM 0008, Generic). This includes married children and any of your children who have been adopted by others, or are in the custody of an ex-spouse or common-law partner.

## **Authority to Release Information to Designated Individuals (IMM 5476)**

Complete this form only if you want us to release the information on your application to someone other than yourself. Privacy laws prevent Citizenship and Immigration Canada from discussing your application with anyone else unless you give us permission to do so. If you have a representative (for example, a relative, friend, lawyer or consultant) helping you with the application process and you authorize us to discuss your case with him or her, print the representative's name and address in this section and sign on the line provided. You must provide proof, such as a photocopy of a birth certificate or passport, that your representative is a Canadian citizen or permanent resident. If your representative is not a Canadian citizen or permanent resident of Canada, it will not be possible to release information, even with your authorization.

# What Happens Next?

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## Employment and settlement services

Settlement services vary between regions and provinces. You can learn about them from:

- Citizenship and Immigration Canada at: [www.cic.gc.ca/english/newcomer](http://www.cic.gc.ca/english/newcomer);
- Human Resources Canada Centres: [www.hrhc-drhc.gc.ca](http://www.hrhc-drhc.gc.ca); and,
- from some provincial governments or provincial organizations.

## The decision on your application

If your application is successful, the Canadian visa office will ask you to submit your passports. You and your family members must have valid passports in order to receive your visas. Diplomatic, official or similar passports cannot be used to immigrate to Canada. You must have ordinary (non-official) passports when you arrive. The validity of your visas cannot exceed the validity of your passports. The Canadian visa office may request that your passports be renewed prior to submission.

## For how long is my permanent resident visa valid?

The validity date is based on the earlier of:

- your passport validity dates or your family members' passport validity dates; or
- the medical validity dates. Medical examination results are valid for 12 months after the initial medical examination.

If you do not use your visa within its validity, you must re-apply for immigration to Canada. Permanent resident visas cannot be extended once issued.

## Arriving in Canada

When you arrive, you must present your *Confirmation of Permanent Residence* to a Canadian customs or immigration officer at your first port of entry. The officer will check your *Confirmation of Permanent Residence* and passport and ask you questions similar to those on the *Application for Permanent Residence in Canada* (IMM 0008, Generic) to verify that you are of good character and in good health. You may also be required to show proof of your funds.

## The permanent resident card

You will be issued a Permanent Resident Card as part of the arrival process. Cards will be mailed to your home address soon after you become a permanent resident. For information on the Permanent Resident Card, visit our [Web site](#).

## Permanent resident status

Some conditions apply:

- You will remain a permanent resident until you become a Canadian citizen, however, you must spend at least two years of each five year period in Canada
- You may leave and re-enter Canada as often as you wish

- If you spend more than two years of a five-year period outside Canada, you may lose your permanent resident status (certain conditions apply)

## **Rights**

As permanent residents, you and your family will have the right to:

- Live, study and work in Canada for as long as you remain permanent residents.
- Access most social benefits accorded to Canadian citizens (see "Limitations" below)
- Apply for Canadian citizenship and a Canadian passport (once you have been a legal resident of Canada for three of the previous four years)

## **Limitations**

There are a few limitations on permanent residents:

- You cannot vote in certain elections.
- You may be ineligible for certain jobs requiring high-level security clearances
- If you or any of your family members commit a serious crime, you or your family members risk being deported from Canada

## **Obligations**

As permanent residents, you will also have the same legal obligations as Canadians, such as paying taxes and respecting all federal, provincial and municipal laws.

# Appendix A

## Checklist

Assemble all your documents as listed. Check (☑) each applicable item on the checklist and attach the checklist to your documents (a paper clip will do). Place all the documents in a sealed envelope.

**Do not send originals.** Send photocopies of all documents, **except** the *Certificat de sélection du Québec (CSQ)*, if your intention is to live in the province of Quebec, and the police certificates, which must be **originals**. If your documents are not in English or French, send a notarized (certified) translation with a copy of the originals.

If you are unable to provide any of the requested documentation for special reasons, please attach a **written explanation** with full details as to why that documentation is unavailable.

1.	<b>APPLICATION FORMS</b>	☐
Check that it is completed, signed and dated. Your signed application should include:		
• <i>Application for Permanent Residence in Canada</i> with a stapled envelope containing photos.		☐
• <i>Schedule 1 - Background / Declaration</i> completed and signed by you and each of your family members 18 years or older.		☐
• <i>Schedule 6 - Economic Classes - Business Immigrants</i> completed.		☐
• <i>Additional Family Information</i> completed by you, your spouse or common-law partner and each dependent child aged 18 or over (whether accompanying you or not).		☐
If you want us to deal with a Canadian representative on your behalf, be sure you have completed and signed the <i>Authority to Release Information to Designated Individuals</i> form.		☐
2.	<b>IDENTITY AND CIVIL STATUS DOCUMENTS</b>	☐
Birth, marriage, final divorce, annulment or separation certificates for you and spouse; death certificate for former spouse if applicable.		
3.	<b>CHILDREN'S INFORMATION</b>	☐
Children's birth certificates (which name their parents); adoption papers for adopted dependent children; proof of custody for children under the age of 22 and proof that the children may be removed from the jurisdiction of the court; if the children will not accompany you to Canada, proof that you have fulfilled any obligation stated in custody agreements. Statutory declaration that the remaining father or mother has no objection to the child living in Canada.		
4.	<b>POLICE CERTIFICATES AND CLEARANCES</b>	☐
Police certificates or clearances from each country in which you and everyone in your family aged 18 years or over have lived six months or more since reaching 18 years of age. <b>You must attach the original police document(s)</b> . If these certificates are in a language other than English or French, they must be accompanied by a certified translation in either English or French.		
5.	<b>BACKGROUND DOCUMENTS (IF APPLICABLE)</b>	☐
Any document to support your answers to questions in the <i>Background/Declaration</i> form such as completion of military service card, military records, membership cards or any documents showing your association or involvement in any social, political, vocational and cultural organization.		

<p><b>6. TRAVEL DOCUMENTS AND PASSPORTS</b></p> <p>Passports or travel documents for yourself, your spouse and dependent children. Include only copies of pages showing the passport number, date of issue and expiration, your photo, name, date and place of birth. If you live in a country other than your country of nationality, include a copy of your visa for the country in which you currently live.</p>	<input type="checkbox"/>
<p><b>7. SETTLEMENT FUNDS</b></p> <p>You must provide proof of sufficient funds currently available to maintain yourself and your family members until you are self-supporting in Canada. These funds must be readily transferable to Canada in a convertible currency. Financial statements for the last three (3) years (bank accounts, shares certificates, portfolio, etc.). Proof of assets (properties, buildings, lands, etc.).</p> <p><b>Note:</b> If you carry more than \$10,000 Canadian in cash funds upon your entry to Canada, you will have to disclose these funds to a Canadian official upon arrival. Cash funds means money (coins or bank notes), securities in bearer form (stocks, bonds, debentures, treasury bills, etc.) and negotiable instruments in bearer form (bankers drafts, cheques, travellers' cheques, money orders, etc.). Failure to disclose can result in fines and imprisonment.</p>	<input type="checkbox"/>
<p><b>8. FEE PAYMENT</b></p> <p>Consult the Web site of the visa office to which you will be applying to find out the acceptable method for paying the fees. <b>Do not enclose cash.</b> You must submit the acceptable fee payment <b>with</b> your completed application. See the <b>Fees</b> section in this guide.</p>	<input type="checkbox"/>
<p><b>9. CERTIFICAT DE SÉLECTION DU QUÉBEC (CSQ)</b></p> <p><b>Original</b> of the <i>Certificat de sélection du Québec (CSQ)</i> if your intention is to live in the province of Québec.</p>	<input type="checkbox"/>
<p><b>10. ADDITIONAL INFORMATION</b></p> <p>Any document or record to demonstrate your adaptability, initiative, motivation, or resourcefulness. All school certificates, diplomas and degrees for you and your spouse or common-law partner (if applicable), including apprenticeship or trade papers. Letters of reference or work certificates from present and past employers for you and your spouse or common-law partner.</p>	<input type="checkbox"/>
<p><b>11. PHOTOS</b></p> <p>Provide the correct number of photographs specified on the Web site of the visa office to which you are applying (follow the links from <a href="http://www.cic.gc.ca">www.cic.gc.ca</a>) and follow the instructions provided in <a href="#">Appendix C: Photo Specifications</a>.</p>	<input type="checkbox"/>

## Mailing Your Application

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Submit your completed application to the Canadian visa office responsible for:

- the country in which you are residing, provided you have been lawfully admitted to that country for at least one year; or
- your country of nationality.

To find out which visa office will serve you, consult our [Web site](http://www.cic.gc.ca/english/offices/apply-where.html) at [www.cic.gc.ca/english/offices/apply-where.html](http://www.cic.gc.ca/english/offices/apply-where.html) or contact a Canadian embassy, consulate or high commission.

# Appendix B

## Obtaining Police Certificates and Clearances

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### Security requirements

You and all your family members aged 18 and over who are not already Canadian citizens or permanent residents will be the subject of a background check, whether they will be accompanying you to Canada or not. To be admissible to Canada, you and your family members must not present any risk to Canada.

Background checks are intended to bar entry into Canada of those who may disrupt law and order, threaten the country's safety and security or be detrimental to national interests. Normally, Immigration Canada establishes the admissibility of applicants for permanent residence and their family members through documents such as the immigration application form, police certificates and background records and assessments.

You must provide a police certificate for each country listed in [Table 1 - Countries for which police certificates are required](#) and in which you have lived for more than six months since reaching 18 years of age. This document must indicate either any criminal record or the absence of a criminal record. It must be obtained for yourself, your spouse or common-law partner, and all of your family members aged 18 and over.

It is your responsibility to contact the police or relevant authorities in each of the jurisdictions concerned. Most countries have systems in place to obtain police certificates or clearances. The certificates are normally issued by police authorities, but in some countries you will have to apply to municipal, provincial, federal or similar governmental authorities for your record. Embassies or consulates of the countries concerned may be able to give you additional information.

You may have to provide information or documentation such as photographs, authorization to release personal information, fingerprints, or your addresses and periods of residence in other countries. Some authorities may require a letter from Immigration Canada confirming that you have applied to immigrate to Canada and that you must obtain evidence of any criminal record as part of the processing of your application.

### Criminality

Generally, persons with a criminal conviction are not admitted into Canada. However, if a prescribed period has passed after they have completed their sentence or committed an offence and during which they were not convicted of a subsequent offence, they may be deemed to have been rehabilitated. If they are not deemed to have been rehabilitated, they may, under special circumstances, be eligible to apply for rehabilitation.

#### Offences outside Canada

If you were convicted of or committed a criminal offence **outside** Canada, you may be deemed to have been rehabilitated if 10 years have passed since you have completed the sentence imposed upon you or since you have committed the offence, if the offence is one that would, in Canada, be an indictable offence punishable by a maximum term of imprisonment of less than 10 years. If the offence is one that would, in Canada, be prosecuted summarily and if you were convicted of two or more such offences, that period is five years after the sentence imposed was served or to be served.

## Offences in Canada

If you have a criminal conviction **in** Canada, you must seek a pardon from the National Parole Board of Canada before you apply for immigration to Canada. For further information, contact:

Clemency and Pardons Division

National Parole Board

410 Laurier Avenue West

Ottawa ON K1A 0R1

Telephone: 1-800-874-2652 (Callers in Canada and the United States only)

Facsimile: 1-613-941-4981

Web site: [www.npb-cnrc.gc.ca](http://www.npb-cnrc.gc.ca) (the guide which includes application forms can be downloaded from the Web site)

If you have had two or more summary convictions in Canada, you may be deemed rehabilitated and no longer inadmissible if

- five years have passed since the sentence imposed was served or to be served,
- you have had no subsequent convictions and
- you have not been refused a pardon.

See **Table 3 - Eligibility for Rehabilitation** for a summary of the types of offences and length of rehabilitation periods.

If you or any of your family members have committed a criminal offence, you must provide, in addition to any police certificates or clearances, a full description of the circumstances surrounding the offence and the court record. This information will be reviewed by the visa office and you will receive further instructions.

We will also do our own background checks in all countries in which you and your family members have lived. These checks will determine if you have any arrests or criminal convictions, or if you are a security risk to Canada.

**Table 1- Countries for which police certificates are required**

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Algeria	France	Luxembourg	Seychelles
Anguilla	French Guyana	Macao	Singapore
Antigua & Barbuda	French Polynesia	Malawi	South Africa
Australia	Gambia	Malaysia	Spain
Bahamas	Germany	Malta	Sri Lanka
Barbados	Ghana	Mauritius	Surinam
Belgium	Greece	Mayotte	Swaziland
Belize	Guyana	Montserrat	Sweden
Botswana	Honduras	Morocco	Switzerland
British Virgin Islands	Hong Kong	New Zealand	Syria
Brunei	Iceland	Namibia	Tanzania
Cayman Islands	Ireland, Republic of	Nigeria	Trinidad and Tobago
Costa Rica	Israel	Norway	Tunisia
Cyprus	Italy	Pakistan	Turkey
Denmark	Jamaica	Philippines	Turks & Caicos Islands
Dominica	Japan	Portugal	United States*
El Salvador	Jordan - West Bank only	St. Kitts & Nevis	Yugoslavia
Fiji	Kenya	St. Lucia	Zambia
Finland	Lesotho		Zimbabwe

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**\*If you have lived in the United States, you must provide a state certificate AND a national FBI certificate.**

**If you have lived in a country that is not on the above list, we may still do criminal checks on your behalf. We will contact you if we need more information.**

**If other countries where you have lived are added to this list, you will be asked to provide police certificates before your application is concluded.**

**Table 2 - Countries for which supplementary forms are required**

If you have lived in one or more of the countries listed below, you **must** complete additional forms. If you do not already have them, contact the visa office for further information.

---

Argentina	Israel	South Korea	United States*
Egypt	Japan	Sri Lanka	
Germany	Republic of Ireland	Switzerland	

\*Only if you have served in the U.S. military

**We cannot process your application unless you have followed the additional instructions for the above countries.**

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\*Only if you have served in the U.S. military

We cannot process your application unless you have followed the additional instructions for the above countries.

If other countries where you have lived are added to this list, you will be asked to provide police certificates before your application is concluded.

### Table 3 - Eligibility for Rehabilitation

The following table gives a summary of the type of offences and length of rehabilitation periods.

Conviction or offence	Rehabilitation period	
	When deemed rehabilitated (1)	When eligible to apply for rehabilitation (1)
Conviction of an offence outside Canada that, if committed in Canada, would be an indictable offence punishable by a maximum term of imprisonment of less than ten years	At least ten years after completion of the sentence imposed	Five years after completion of the sentence imposed
Commission of an offence outside Canada that, if committed in Canada, would be an indictable offence punishable by a maximum term of imprisonment of less than ten years	At least ten years after commission of the offence	Five years after commission of the offence
Conviction or commission of an offence outside Canada, that, if committed in Canada, would be punishable by a maximum term of imprisonment of ten years or more	Not applicable	Five years from completion of the sentence or commission of the offence
Two or more summary conviction offences committed outside Canada	Five years after the sentence imposed is served or to be served	Not applicable
Two or more indictable offences committed in Canada	Five years after the sentence imposed is served or to be served.	Must apply for a pardon

<sup>1</sup>The person must not have committed or been convicted of a subsequent offence.

# Appendix C

## Photo Specifications

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### Notes to the applicant

**TAKE THIS WITH YOU TO THE PHOTOGRAPHER**

- Immigration photographs are **not** the same as passport photographs.
- Make sure that you provide the correct number of photographs specified on the Web site of the visa office to which you apply.

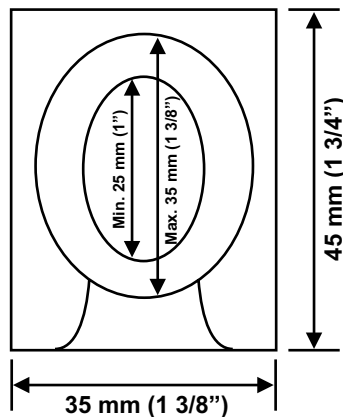
### Notes to the photographer

#### The photographs must:

- show a full front view of the person's head and shoulders showing full face centred in the middle of the photograph;
- have a **plain white background**;
- be identical (black and white or colour) produced from the same untouched negative, or exposed simultaneously by a split-image or multi-lens camera;

#### The photographs must:

- measure between 25 mm and 35 mm (1" and 1 3/8") from chin to crown
- have a 35 mm x 45 mm (1 3/8" x 1 3/4") finished size



# Appendix D

## Medical Examinations

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### Medical requirements

You and your family members, whether accompanying you or not, must undergo and pass a medical examination in order to come to Canada. To pass the medical examination you or your family members must not have a condition that is a danger to public health or safety or would cause excessive demand on health or social services in Canada.

Medical instructions will normally be sent to you after you submit your application to the visa office. The medical examination is valid for 12 months from the date of the first medical examination. If your visa is not processed in this time, you must undergo another complete medical examination.

Your own doctor cannot do the medical examination. You must see a physician on Canada's list of **Designated Medical Practitioners** (DMPs). Note that the physician is only responsible for conducting a medical examination; he or she cannot give you any advice on the immigration process.

### Excessive demand

“Excessive demand” refers to the burden placed on Canada's health or social services due to ongoing hospitalization or medical, social or institutional care for physical or mental illnesses, or special education or training. Individuals may be denied admittance to Canada due to the high costs of their care. The factors considered during the medical assessment include whether or not hospitalization or medical, social or institutional care are required and whether potential employability or productivity could be affected.

### Will I receive a copy of the medical report?

All medical reports and x-rays for the medical examination become the property of the Canadian Immigration Medical Authorities and cannot be returned to you. The physician will not tell you the results of the medical; however, he or she will let you know if you have a health problem. The officer and not the physician makes the final decision on whether a medical examination has been passed for immigration purposes. The visa office will inform you in writing if there is a problem with your medical examination.

### My children are studying abroad and cannot return home for their immigration medical examination. What should I do?

Whenever possible, the same physician should perform the medical examination for all family members. If this is not possible, advise the visa office that your family members are unable to present themselves and the visa office will arrange to have their medical examinations done by a physician in their area. The visa office will send you a copy of the *Medical Report: Section A, Client Identification & Summary* (IMM 1017), along with the address of the physician closest to your family members. The visa office will fill in your family members' dates of birth, eye colour and other necessary data and attach their photographs to the forms.

The Visa Office & Number section of this form (IMM 1017) must have the name of the visa office where your application is being processed. The physician doing the medical examination of your family members must also forward their complete medical reports to the same Canadian medical office that received your report. Your family members' medical examination reports will be matched with your file, as the Medical Report form will carry your file number.

# Appendix E

## Quebec Immigration Offices

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You may also visit the Internet site of the *Ministère des Relations avec les citoyens et de l'Immigration* of the province of Québec at: [www.immq.gouv.qc.ca/anglais](http://www.immq.gouv.qc.ca/anglais).

Immigration Offices Address and Telephone	Countries Served
<p><b>Brussels</b> Service d'immigration du Québec Délégation générale du Québec 46, avenue des Arts, 7e étage 1000 Bruxelles BELGIQUE Phone: (32.2) 512.0036 Fax: (32.2) 514.2641</p>	Belgium
<p><b>Buenos Aires</b> Service d'immigration du Québec Edificio Laminar Plaza Ing. Butty 240, piso 3 C1001 AFB Buenos Aires ARGENTINA Phone: 54-11- 4343-2033 Fax: 54-11-4343-2122</p>	Argentina, Paraguay, Uruguay.
<p><b>Damascus</b> Service d'immigration du Québec a/s Ambassade du Canada Autostrade Mezzeh, C.P. 3394 Damas SYRIE Phone: (963.11) 611.6851 or 611.6692 Fax: (963.11) 613.1600</p>	Afghanistan, Azerbaijan, Bahrain, Bhutan, Cyprus, Egypt, India, Iran, Iraq, Jordan, Kuwait, Lebanon, Maldives, Nepal, Oman, Pakistan, Qatar, Saudi Arabia, Sri Lanka, Sudan, Syria, Turkey, United Arab Emirates, Yemen
<p><b>Hong Kong</b> Service d'immigration du Québec a/s Consulat général du Canada Exchange Square Tower 1, 13th floor 8, Connaught Place HONG KONG Phone: (852) 2810.7183 Fax: (852) 2845.3889</p>	Australia, Bangladesh, Brunei, Burma (Myanmar), Cambodia, China, Fiji, French Polynesia, Hong Kong, Indonesia, Japan, Korea, Laos, Macao, Malaysia, Micronesia, New Caledonia, New Guinea, New Zealand, Papua, Philippines, Singapore, Taiwan, Thailand, Vietnam

<p><b>Mexico</b>  Service d'immigration du Québec  Délégation du Québec  Avenida Taine 411  Colonia Bosques de Chapultepec  11580 Mexico, D.F.  MEXIQUE  Phone: (52.555) 250.8208  Fax: (52.555) 250.8332</p>	<p>Antigua, Barbados, Belize, Bolivia, Brazil, Chile, Colombia, Costa Rica, Cuba, Dominica, El Salvador, Ecuador, Falkland Islands, French Guiana, Grenada, Guatemala, Guyana, Haiti, Honduras, Jamaica, Mexico, Netherlands Antilles (and Antilles not mentioned elsewhere), Nicaragua, Panama, Peru, Puerto Rico, St. Lucia, St. Vincent, Surinam, Trinidad and Tobago, Venezuela</p>
<p><b>Montréal</b>  Unité de traitement des DPI - Africa  (except Egypt and Sudan)  276, St-Jacques  4e étage  Montréal (Québec) H2Y 1N3  CANADA  Fax: (514) 873-9265</p>	<p>Azores, Algeria, Angola, Benin, Botswana, Burkina Faso, Burundi, Cameroon, Canaries, Cape Verde islands, Central African Republic, Chad, Comoros, Congo, Djibouti, Guinea Equatorial, Ethiopia, Gabon, Gambia, Ghana, Guinea-Bissau, Guinea, Ivory Coast, Kenya, Lesotho, Liberia, Libya, Madagascar, Malawi, Mali, Malta, Marocco, Mauritania, Mozambique, Namibia, Niger, Nigeria, Principe, Ruanda, Sao Tome, Senegal, Seychelles, Sierra Leone, Somalia, South Africa, St. Helena, Swaziland, Tanzania, Togo, Tunisia, Uganda, Western Sahara, Zaire, Zambia, Zimbabwe.</p>
<p><b>New York</b>  Service d'immigration du Québec  Délégation générale du Québec  One Rockefeller Plaza  26th Floor  New York, NY 10020  U.S.A.  Phone: (212) 843.0960  Fax: (212) 376.8984</p>	<p>United States, Bermuda, St. Pierre and Miquelon</p>
<p><b>Paris</b>  Service d'immigration du Québec  Délégation générale du Québec  87-89, rue La Boétie  75008 Paris  FRANCE  Phone: (01) 53.93.45.45 in France,  (33.1) 53.93.45.45 outside of France  Fax: (01) 53.93.45.40 in France, (33.1)  53.93.45.40 outside of France</p>	<p>Andorra, Denmark, Estonia, Finland, France, Gibraltar, Great Britain, Greece, Greenland, Guadeloupe, Iceland, Ireland, Israel, Italy, Reunion, Latvia, Liechtenstein, Lithuania, Luxembourg, Madeira, Martinique, Mauritius, Monaco, Norway, Netherlands, Portugal, San Marino, Spain, Sweden, Switzerland, Vatican City.</p>
<p><b>Vienna</b>  Service d'immigration du Québec  a/s Ambassade du Canada  Laurenzerberg 2  Bürocenter Stiege 2, 2.OG  A-1010 Vienne  AUTRICHE  Phone: (43.1) 53138.3005  Fax: (43.1) 53138.3443</p>	<p>Albania, Armenia, Austria, Belarus, Bosnia-Herzegovina, Bulgaria, Croatia, Czech Republic, Georgia, Germany, Hungary, Kazakhstan, Kirghizistan, Moldavia, Mongolia, Ouzbekistan, Poland, Romania, Russia, Slovakia, Slovenia, Tajikistan, Turkmenistan, Ukraine, Yugoslavia</p>

# Appendix F

## Provincial and Territorial Government Contacts

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This list can also be found on our Web site at: [www.cic.gc.ca/english/business/busprov.html](http://www.cic.gc.ca/english/business/busprov.html).

### Alberta

Business Immigration Program  
Alberta Economic Development  
4th Floor, Commerce Place  
10155-102 Street  
Edmonton, Alberta  
Canada T5J 4L6  
Tel.: (780) 427-6419  
Fax: (780) 422-9127  
Web: [www.alberta-canada.com/bip](http://www.alberta-canada.com/bip)

### British Columbia

British Columbia Business Immigration  
Ministry of Competition, Science and Enterprise  
730-999 Canada Place  
Vancouver, British Columbia  
Canada V6C 3E1  
Tel.: (604) 844-1900  
Fax: (604) 660-4092  
Web: [www.mcaws.gov.bc.ca/amip/prgs/id.htm](http://www.mcaws.gov.bc.ca/amip/prgs/id.htm)

### Manitoba

Department of Industry, Trade and Tourism  
410-155 Carleton Street  
Winnipeg, Manitoba  
Canada R3C 3H8  
Tel.: (204) 945-2466  
Fax: (204) 957-1793  
Web: [www.gov.mb.ca/itt/trade](http://www.gov.mb.ca/itt/trade)

### New Brunswick

Business New Brunswick  
P.O. Box 6000  
Fredericton, New Brunswick  
Canada E3B 5H1  
Tel.: (506) 453-3981  
Fax: (506) 444-4277  
Web: [www.gnb.ca/immigration/english/invest/business.htm](http://www.gnb.ca/immigration/english/invest/business.htm)

### Newfoundland and Labrador

Trade and Investment Division  
Industry, Trade and Technology  
P.O. Box 8700  
St. John's, Newfoundland  
Canada A1B 4J6  
Tel.: (709) 729-2781  
Fax: (709) 729-5936  
Web: [www.success.nfld.net](http://www.success.nfld.net)

### Northwest Territories

Investment Development, Trade and Investment Division  
Department of Resources, Wildlife and Economic Development  
Government of the Northwest Territories  
P.O. Box 1320, 3rd Floor  
Northern United Place  
Yellowknife, Northwest Territories  
Canada X1A 2L9  
Tel.: (867) 920-8969  
Fax: (867) 873-0101  
Web: [www.rwed.gov.nt.ca](http://www.rwed.gov.nt.ca)

## **Nova Scotia**

Business Immigration  
Nova Scotia Economic Development and Tourism  
Business Development Corporation  
P.O. Box 519  
1800 Argyle Street, Suite 601  
Halifax, Nova Scotia  
Canada B3J 2R7  
Tel.: (902) 424-6864  
Fax: (902) 424-6823  
Web: [www.novascotiabusiness.com](http://www.novascotiabusiness.com)

## **Ontario**

Manager  
Business Immigration Section  
Investment Branch  
Ministry of Economic Development and Trade  
Hearst Block, 5th Floor, 900 Bay Street  
Toronto, Ontario  
Canada M7A 2E1  
Tel.: (416) 325-6986  
Fax: (416) 325-6653  
Web: [www.2ontario.com/bi/home.asp](http://www.2ontario.com/bi/home.asp)

## **Quebec**

Ministère des Relations avec les citoyens et de l'Immigration  
Direction de l'aide à l'immigration d'affaires  
415, rue St-Roch  
Montréal (Québec)  
Canada H3N 1K2  
Tel.: (514) 864-9191  
Fax: (514) 864-3825  
Web: [www.immigration-quebec.gouv.qc.ca/anglais/business/business-quebec.html](http://www.immigration-quebec.gouv.qc.ca/anglais/business/business-quebec.html)

## **Yukon**

Industry, Trade and Investment  
Department of Economic Development  
P.O. Box 2703, Suite 400  
211 Main Street  
Whitehorse, Yukon  
Canada Y1A 2C6  
Tel.: (867) 667-5466  
Fax: (867) 667-8601  
Web: [www.economicdevelopment.gov.yk.ca](http://www.economicdevelopment.gov.yk.ca)

## **Nunavut**

Department of Sustainable Development  
Government of Nunavut  
P.O. Box 1340  
Iqaluit, Nunavut  
Canada X0A 0H0  
Tel.: (867) 979-5070  
Fax: (867) 979-5920  
Web: [www.gov.nu.ca](http://www.gov.nu.ca)

## **Prince Edward Island**

Immigration Investment and Trade Policy  
Division  
Department of Development and Technology  
P.O. Box 1176  
94 Euston Street, 2nd Floor  
Charlottetown, Prince Edward Island  
Canada C1A 7M8  
Tel.: (902) 894-0351  
Fax: (902) 368-5886  
Web: [www.gov.pe.ca](http://www.gov.pe.ca)

## **Saskatchewan**

Saskatchewan Government Relations and Aboriginal Affairs  
2nd Floor, Office Tower  
Delta Regina  
1919 Saskatchewan Drive  
Regina, Saskatchewan  
Canada S4P 3V7  
Tel.: (306) 787-9212  
Fax: (306) 787-3872  
Web: [www.graa.gov.sk.ca](http://www.graa.gov.sk.ca)