



CITIZENSHIP Canada

Application to Renounce Canadian Citizenship Under Subsection 9(1)



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Forms:

- Application to Renounce Canadian Citizenship (CIT 0302)
- Citizenship Photograph Specifications (CIT 0445)
- Receipt (IMM 5401)

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

This publication is available in alternative formats upon request.

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. 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 your call.

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

From anywhere in Canada, call

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

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

This application is for an adult Canadian citizen who wishes to renounce his or her Canadian citizenship. To renounce your Canadian citizenship you must prove you are a Canadian citizen. You must also prove that you are, or will become a citizen of a country other than Canada, if this application to renounce is approved.

Note: If you acquired or reacquired your citizenship as a result of changes to the *Citizenship Act* that took effect on April 17, 2009, you may be eligible to apply to renounce your citizenship under section 7.1 of the *Citizenship Regulations*. See the guide, *Application to Renounce Canadian Citizenship* for certain persons who acquired citizenship on April 17, 2009 (R7.1)

Before you apply

Read the instructions carefully. They contain important information. Be sure you are eligible to apply before you submit your application. There is no refund of the processing fee.

If you renounce your Canadian citizenship, you lose all the rights and privileges of a Canadian citizen. If you have any questions about this, you should ask the Canadian embassy, high commission or consulate, if you are residing outside Canada, or contact the Call Centre, if applying from within Canada.

Who can apply to renounce their Canadian citizenship?

To qualify to renounce your Canadian citizenship you must:

- not reside in Canada;
- be a Canadian citizen;
- be a citizen of a country other than Canada, or show that you will become a citizen of a country other than Canada, if your application to renounce is accepted;
- not be a threat to Canada's security or part of a pattern of criminal activity;
- be 18 years of age or older; and
- understand the significance of renouncing your Canadian citizenship.

What you must send with your application

Fee

See [Citizenship fees](#) section of this guide.

Documents

You must send originals or clear and legible certified true copies. An authorized person must swear or affirm that the copies are true copies of the originals. Within Canada, an authorized person can be a commissioner of oaths, a notary public or a justice of the peace.

Outside Canada, an authorized person can be a foreign service officer, a judge, a magistrate, an officer of a court of justice or a commissioner authorized to administer oaths in the country in which the person is living.

Documents needed are:

- a birth certificate or, if unobtainable, other evidence that establishes your date and place of birth;
- evidence that establishes your Canadian citizenship, for example: certificate of Canadian citizenship or Canadian provincial birth certificate;

- evidence that establishes that you are, or will become a citizen of a country other than Canada, if your application to renounce Canadian citizenship is approved;
- evidence you live outside Canada;
- two (2) additional pieces of identification.

Translated documents

If supporting documents are not in English or French (for example, a marriage certificate issued in another country) you must supply a photocopy of each document, a translation and an affidavit from the person who completed the translation. Translations by family members are not acceptable.

Documents issued by the Quebec Government

Baptismal certificates, birth certificates, and marriage certificates issued by the government of Quebec before January 1, 1994, are no longer accepted. If you have one of these certificates, you must obtain a new document. This can be done by contacting the office of the Directeur de l'état civil du Québec by visiting their website at: www.etatcivil.gouv.qc.ca.

Note: Additional documents may be required during the processing of your application.

Failure to include the necessary documents (e.g., two (2) pieces of identification) will result in delays in processing your application.

Photos

You must provide one (1) citizenship photo taken within the last 12 months. Take the *Citizenship Photo Specifications* form (CIT 0445), included in this guide, to the photographer to make sure you get the correct size photo. When you have your photo taken, do not wear a head covering unless you wear one because of your religion.

When you pick up the photo, check to make sure the size of the photo is correct and the back of the photo is dated and identified by the photographer.

Signature on both application and photo

You must sign the application and photo. **If your application is not signed and dated it will be returned to you.** The signature on your application and your photo must match. Sign your name in black or blue ink, in the white signature area below the photo, in the same manner you would sign any other official document. **Do not print.** Put the signed photo in an envelope. **Do not staple, glue or otherwise attach the photo directly to the application.**

Citizenship fees

Calculating your fees

Use the table below to calculate the total amount of fees to be paid. Fees must be included with this application.

Processing Fee	Number of persons	Amount per person	Amount due
Renunciation of Canadian Citizenship		x \$100	
Total Payment:			

Explanation of fees and refunds

The following table describes the fees that are required and if they are refundable. All payment must be made in **Canadian funds**.

Type of Fee	Amount	Refundable?
Processing Fee	\$100 for each person	Non-refundable once processing has begun, regardless of the final decision.

Incorrect fee payment



Incorrect fee payments may delay processing your application.

Payment issue	CIC will...
No fee included	return your application. Note: processing of your application will only start after you return your application with requested fees.
Insufficient fees included	inform you of how much to pay and how to pay. Note: Processing of your application will only continue after you provide the missing fees.
Overpayment	start processing your application and send you a refund as soon as possible. Note: you do not have to request a refund, it will be done automatically.

Payment method options

Preferred method of payment



Payment of fees on-line is the preferred method of payment for both inside and outside Canada.

Inside and outside Canada – On-line fee payment

Availability

For clients located inside and outside of Canada.


Resources required

You can pay your fees on-line if you have:

- a credit card (Visa, Master Card or American Express)
- access to a computer with an Internet connection
- a valid email address
- access to a printer (you will need to print the receipt)

Instructions

Follow these step-by-step instructions to pay using the Internet.

Step	Action
1	Go to the CIC Web site at www.cic.gc.ca <ul style="list-style-type: none">• Select <i>Pay a Processing Fee</i> in the <i>I need to...</i> section on the right hand side of the page.• Select <i>Pay fees on-line</i>.
2	Follow the on-line instructions <ul style="list-style-type: none">• Select <i>Citizenship</i>• Select the appropriate citizenship business line• Insert the <i>Quantity</i> of applicants• Select Submit and continue with the payment process following the instructions At the end , click on the button to print the CIC official receipt.  Do not exit without printing the receipt (page)!
3	Fill in the Payer Information Section by hand.
4	Attach the bottom portion (copy 2) of this receipt to your completed application.

Proof of payment

The receipt printed off of the Internet in step 2 of the instructions above will serve as your proof of payment.

Inside Canada only – Fee payment at financial institutions

If you do not wish to pay using the Internet, payment **must** be made at a **financial institution** in Canada. The financial institution will let you know what method of payment it accepts. There is no banking charge to pay at a financial institution.



The only acceptable forms of payment inside Canada are on-line or through a financial institution. If you send any other form of payment inside Canada your application will be returned.

Availability





For clients located inside Canada only.

Resources required

A payment receipt form (IMM 5401) included in this application or that can be ordered on-line.

Instructions

Follow these step-by-step instructions to pay at a financial institution in Canada.

Step	Action
1	Calculate the total fee amount to be paid using the chart <i>Calculating your fees</i> at the beginning of this section.
2	Fill out one (1) payment receipt form (IMM 5401).  An original payment receipt form (pink and white) must be used. A photocopy is not acceptable .  See <i>Obtaining an original receipt form – inside Canada</i> in this section.
3	Insert the total amount paid on line 09 Citizenship or Immigration Services Fees .  Do not complete the top two portions of the receipt. These will be completed by the financial institution.
4	Fill in the <i>Payer Information</i> section on the back of the payment receipt form. Do you already have an open file and know the client identification number (client ID) that we have assigned to you? If yes , enter the number in the box provided for that purpose. If no , leave that box empty.
5	Bring the receipt form and your payment to the teller (cashier) at the financial institution. Do not present your application, only your receipt form. The teller (cashier) will : stamp and enter the amount paid in the upper two portions of the receipt form, and give you the top two portions of the form.  Do not make payment using the automated teller machines or on a financial institution website.
6	The following list indicates what you should be doing with the different parts of the IMM 5401 receipt. Copy 1 (top): Keep for your records. Copy 2 (middle): Attach to your completed application. Copy 3 (bottom): The financial institution will keep the bottom part.


Proof of payment

Completed payment receipt form (Original form IMM 5401)

Obtaining an original receipt form - inside Canada:

You may obtain an original receipt form (IMM 5401) inside Canada by:

- ordering through our Web site
- contacting the CIC Call Centre at 1-888-242-2100

 See *Contact Information* at the beginning of this guide.

Note: If you have ordered a complete application package, the original receipt form will be included.

Outside Canada only

The following mode of payment may be used if you do not have access to the Internet.

If you do not have access to the Internet, you may pay directly to the Canadian embassy, high commission or consulate closest to your home.

Make sure you bring your completed application and the correct fees.



The only acceptable forms of payment outside Canada are on-line or payment directly to the Canadian embassy, high commission or consulate responsible for your area.

You can find information on fee payment methods outside Canada by visiting the CIC Web site at www.cic.gc.ca

- Select *Pay My Application Fees* in the *I need to...* section on the right hand side of the page.
- Select **Canadian embassies, high commissions and consulates**.

You must choose the consular office responsible for your area.

Note: Consular offices cannot accept:

- receipts for fees paid in Canada, or
- personal cheques.

How to Complete Your Application

Follow the instructions carefully. **Delays will result if the application is not properly completed, or if all of the necessary documents have not been submitted.** If you need more space to answer any questions use an extra sheet of paper and indicate the number and/or letter of the question you are answering.

Warning: If you send us an application that has any misleading or fraudulent information on it, you can be charged with a criminal offence, and you may be subject to criminal prosecution in a court and refusal of your application for renunciation of citizenship.

Follow these step-by-step instructions.

Section 1

You must indicate whether you would like service in English or French.

Section 2

You must indicate if you have ever applied to renounce your Canadian citizenship before. Check “no” or “yes”. If “yes” give the date you last applied.

Section 3

- You must indicate if you ever had a certificate of Canadian citizenship or naturalization by checking “no” or “yes”. If you check “yes”, write down the surname/last name, given names, certificate number and the date the certificate was issued.
- You must indicate whether you are returning the certificate of Canadian citizenship and/or the pink transmission copy of a certificate with your application. If not, indicate if the certificate was stolen, lost, or destroyed. Indicate if the theft or loss was reported to police and give details. You **must** return any Canadian citizenship certificates in your possession. Failure to do so will result in delays in processing your application.

Section 4

- A. Write down your surname/last name and given name(s), as they appear **on your Canadian citizenship certificate or birth certificate.**
- B. **If you have legally changed your name, indicate what your new name is.** Remember to supply the original or a certified true copy of your legal change of name document (for example, provincial/foreign government change of name certificate, court order, marriage certificate, adoption order, divorce decree, etc.).
- C. **If you have used another name in the past, or are known by a name other than the one you listed above, write it down on the application form.** (Other names can include your birth name, nicknames, call names, community names, etc.)
- D. You may request that the certificate of renunciation of Canadian citizenship show a name other than the one on your Canadian citizenship certificate or birth certificate, if you can provide identification to support the name you are requesting. If this change is significant, linking documentation showing the use of both names, or the basis for the change will also be required. Examples of linking documents include a marriage certificate, a foreign change of name certificate, an adoption order, a foreign passport showing both names, or a divorce decree.
Note: You cannot request a name change **after** your application has been submitted.

Section 5

- A. Indicate if you are a citizen or a national of a country other than Canada by checking either “yes” or “no”. If “yes”, indicate the name of the country. If you are not a citizen of another country, indicate the name of the country of which you will become a citizen if your application to renounce Canadian citizenship is approved. Attach proof.
- B. Indicate the reason(s) you wish to renounce your Canadian citizenship.

Section 6

Indicate if you live inside or outside Canada. Provide proof of residence.

- A. Provide your current home address complete with postal code (or foreign equivalent).
- B. If your mailing address is different from your home address, include your mailing address, complete with postal code.
- C. We may need to contact you by phone. List the phone number(s) where you can be reached.

Section 7

- A. Print your date of birth exactly as it appears on your certificate of Canadian citizenship or your birth certificate. This is the date of birth that will appear on your certificate of renunciation of Canadian citizenship. Indicate the place and country where you were born.
- B. Indicate whether you are male or female, your height, the colour of your eyes and your legal marital status.

If you received a certificate of Canadian citizenship on or after February 15, 1977, go to Section 12 .

Section 8

If you are a woman and married before January 1, 1947:

- Print your husband’s surname/last name, given name(s), country and date of birth.
- Print the country in which you were married and the date of your marriage.
- Indicate if your husband is a Canadian citizen; if he is, provide the details.
- Enter the number from your husband’s citizenship certificate, if he has one, and the date he acquired citizenship.

Section 9

If your most recent certificate of Canadian citizenship was issued before February 15, 1977 **or** you have never had a certificate, list all absences from Canada of one (1) year or longer before 1977. List from the date you left Canada to the date you returned. Indicate the country where you went and the reason for the absence.

Section 10

- A. Indicate if you are claiming Canadian citizenship by birth outside Canada to a Canadian parent.
- B. Indicate if you have entered Canada. If yes, write down the date you entered.
- C. Indicate if you were a British subject living in Canada before 1947. If yes, write down the date you entered Canada.

Section 11

Answer all questions on information regarding your parents:

- Indicate the relationship of your parents to you by indicating Natural or Adoptive.
- Print your parents surname/last name, given name(s), date of birth and place/country of birth.
- Indicate where your parents were married (if applicable) and the date of the marriage.
- Indicate how your parents obtained Canadian citizenship.
- Indicate if your parents have left Canada for more than one (1) year before 1977. If yes, write the dates they were away and the country (countries) they visited.
- Indicate if your parents are or were citizens of a country other than Canada. If yes, write the details showing the country, date and how the citizenship was obtained.
- Indicate if your parents were employed in Canada by a foreign government or international agency. If yes, provide details.
- If your parents were born in Canada, indicate if one of his or her parents was employed by a foreign government or international agency. If yes, provide details.

Section 12

You must sign the application with the signature you currently use on other official documents. Indicate where and when (place and date) you signed your application. Make sure you are eligible to renounce your Canadian citizenship because the application fee is not refundable.

You must sign the bottom of the photo with the same signature used on the application and on other official documents.

The application must be signed and dated before it is sent for processing. If your application is not signed and dated, it will be returned to you. Your application will also be returned to you if it is stale-dated (we receive an application signed more than three (3) months ago) or if it is post-dated (we receive an application dated into the future).

Section 13

The individual, authorized officer of a firm or organization who assisted in the completion of this application must complete and sign this section.

Where to Send Your Application

If you are living **outside Canada**, submit your application to a Canadian embassy, high commission or consulate for processing.

or

If you are living **in Canada**, on the envelope to mail your application, print:

Your Name
Your Address
Your Postal Code

**Case Processing Centre - Sydney
Renunciation
P.O. Box 10000
SYDNEY NS B1P 7C1
CANADA**

If you are sending more than one application (for example, applications for family members), you may send one receipt to cover all applications. Mail the receipt and all applications together in one envelope so that they will be processed together.

What Happens Next

Once your application is received in Sydney, Nova Scotia, it will be reviewed and processing will begin.

Some applications may encounter delays and require more time for processing. In these cases, you will be contacted for more information or asked to supply additional documents.

If you are sending an application from outside Canada, allow sufficient time for your application to be received at the Case Processing Centre (CPC) in Sydney, Nova Scotia, as mail service can vary between countries.

If your application is approved, you will receive a certificate of renunciation.

Checking your application status

To see the current status of your application on-line:

- Log on to Citizenship and Immigration Canada's Web site at www.cic.gc.ca
- Click on **Check Application Status** in the *Online Services* section on the right-hand side of the home page.
- Then click on **Client Application Status** and follow the instructions provided.

To obtain details on how to remove your application status information from the Internet, visit the "**Frequently Asked Questions**" (FAQ) section.

If you reside in Canada:

You can also contact the **Call Centre at 1-888-242-2100** and speak to an agent.

Processing times

You can obtain current processing times on our Web site at <http://www.cic.gc.ca/english/information/times/index.asp>.

Protecting your application information

We protect your personal information. Your personal information is only available to our employees who need to see it in order to provide the services to you. We will not disclose any information to anyone else without your written consent. You can obtain additional information on the protection of your data by visiting the "**Frequently Asked Questions**" (FAQ) on our Web site.

Remember: You must advise us of any change of address or telephone number by calling the **Call Centre** or by entering your new address on our **Web site** by clicking on the "On-line Service - Change of Address" feature.

Citizenship and Immigration Canada has a quality assurance program. In this program, some applications are randomly selected for special review. The review means that you might be called to an interview with a Citizenship and Immigration Canada official, so that we can make sure that all the documents you gave us are correct, and that your application was completed properly. The interview is very short, and should not result in any delay to the processing of your application.