



IMMIGRATION Canada

Family Class

Sponsorship of a spouse, common-law partner, conjugal partner or dependent child living outside Canada

Part 3: Country Specific Instructions

**Antigua and Barbuda, Bahamas,
Barbados, Cuba, Dominica,
Dominican Republic, Grenada,
Guyana, Haïti, Jamaica, Saint Kitts
and Nevis, Saint Lucia, Saint
Vincent and the Grenadines,
Suriname and Trinidad and Tobago**



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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**

Appendix A

Document Checklist - Immigrant

Assemble all your documents as listed. Check (☑) each applicable item on the list and attach the list to your documents (a paper clip will do). Do not send originals, unless you are applying in Cuba (see note below). Send photocopies of all documents except the forms listed below (items 1 to 7) and 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.

Note: If you are a Cuban national, you must send originals of all documents, unless otherwise instructed. These will be returned to you after a decision has been made on your application. If your documents are not in English or French, send a notarized (certified) translation with a copy of the originals.

IMMIGRATION FORMS		
Ensure that all questions have been answered and forms are signed. When completed, send them to your sponsor with all supporting documentation.		
1	Generic Application Form for Canada (IMM 0008) - This form is completed by you, the principal applicant.	<input type="checkbox"/>
2	Additional Dependants/Declaration (IMM 0008DEP) - This form is completed by you, the principal applicant, if you have more than five (5) family members.	<input type="checkbox"/>
3	Schedule A - Background/Declaration (IMM 5669) - You and each of your family members 18 years of age or older must complete their own copy of this form.	<input type="checkbox"/>
4	Additional Family Information (IMM 5406) - You and each of your family members 18 years of age or older must complete their own copy of this form.	<input type="checkbox"/>
5	Spouse/Partner Questionnaire (IMM 5490) - If your sponsor is your spouse, common-law partner or conjugal partner, complete the questionnaire.	<input type="checkbox"/>
6	Use of a Representative (IMM 5476) - If you want us to deal with a representative on your behalf, be sure you have completed and signed the form.	<input type="checkbox"/>

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IDENTITY AND CIVIL STATUS DOCUMENTS



- Provide birth certificates, baptismal certificates or other official document confirming relationship (including all pages of Household Registries) for you and each of your family members (children's birth certificates must name their parents).
- If you are a national of Haiti, you must provide an extract from the Archives of the birth certificates (declaration made at birth) and baptism certificates legalized by the diocese or the Ministère des Cultes for you and your family members.

If ...	Then you must include ...
you are married	a marriage certificate.
you are in a common-law or conjugal relationship	proof of that relationship.
you are divorced	final divorce certificate(s).
you are separated	a separation certificate.
your former spouse or common-law partner is deceased	your spouse's or partner's death certificate (even if you are re-married).
your marriage was annulled	a copy of the annulment.

- Unmarried Cuban nationals must provide their *solteria*.
- Photocopy of Citizenship Certificate, Permanent Resident Card or permanent resident visa (formerly called "Immigrant Visa") for any family members who are Canadian citizens or permanent residents of Canada.



If ...	Then you must include ...
your children are adopted	<ul style="list-style-type: none"> • adoption papers. <p>Note: if the adoption was done according to customary law and not through the courts, evidence of the adoption ceremony such as photographs.</p>
you are divorced or separated	<ul style="list-style-type: none"> • proof that you have custody of the children for children under the age of 18, • proof that you have fulfilled all obligations in custody agreements and • proof that the children are free to move to Canada.
you are a resident of Cuba and of Trinidad and Tobago	<ul style="list-style-type: none"> • a notarized sworn declaration from the non-accompanying parent authorizing the child to travel to Canada as a permanent resident and • a document of identity of the parent who signed the declaration and whose signature appears on the document of identity.
you are a resident or citizen of Haïti	<p>Declaration from Non-Accompanying Parent/Guardian for Minors Immigrating to Canada (IMM 5604) (attached at the end of Appendix A)</p> <p>- This form must be completed by the following persons who consent to the removal of their child from their country of residence and for the child to immigrate to Canada with the other parent:</p> <ul style="list-style-type: none"> • non-accompanying parents/guardians, • former spouses, or • former common-law partners.
Your children are aged 22 or over and you intend to have them accompany you	<ul style="list-style-type: none"> • proof of full financial support by a parent since before age 22 and • proof of continuous full-time studies such as: <ul style="list-style-type: none"> • letters from their educational institution indicating the number of hours of class attended per day, the number of days attended per week, • school certificates, • diplomas, • degrees, • transcripts, • marks cards. <p>OR</p> <ul style="list-style-type: none"> • medical history if they are unable to provide for themselves due to a medical condition.

9	TRAVEL DOCUMENTS AND PASSPORTS	<input type="checkbox"/>
<p>Photocopy of passports or travel documents for you, your spouse or common-law partner and dependent children. Include only copies of pages showing:</p>		
<ul style="list-style-type: none"> • the passport number, • date of issue and expiration, • your photo, • name, surname (family name), • date and place of birth. 		
<p>If you reside in a country different from your nationality, include a copy of your visa for the country in which you currently reside.</p>		
<p>Note: All prospective immigrants must hold a valid regular passport; diplomatic, official or public affairs passports are not valid for an application for permanent residence in Canada.</p>		
10	PROOF OF RELATIONSHIP TO SPONSOR	<input type="checkbox"/>
<p>If you are being sponsored by your parent, you must provide proof of the relationship such as birth certificates, baptismal certificates or other official document naming your parents.</p>		
<p>If you are being sponsored by your spouse, common-law partner or conjugal partner, you must send evidence of the relationship between you and your sponsor such as:</p>		
<ul style="list-style-type: none"> • wedding photos or proof that you are partners, • letters between you and your sponsor, • telephone bills showing contact between you and your sponsor, • proof of your sponsor's visits such as airline ticket coupons, boarding passes, copies of pages of your sponsor's passport showing entry/exit stamps. 		
<p>Note: Photos must be loose. Do not send them in binders, albums, frames or other such containers. Do not send video discs (DVD) or video cassettes. Do not send musical greeting cards or other similar documents containing electronic or mechanical devices.</p>		
<p>If you are a common-law or conjugal partner, provide:</p>		
<ul style="list-style-type: none"> • evidence that your relationship is genuine and continuing and has existed for at least 12 months prior to your application, • details of the history of your relationship and • at least two statutory declarations from individuals with personal knowledge of your relationship supporting your claim that the relationship is genuine and continuing. 		
11	POLICE CERTIFICATES AND CLEARANCES	<input type="checkbox"/>
<p>Police certificates or clearances (<i>antecedentes penales</i>) from each country in which you and every one in your family aged 18 years or over have resided six months or more since reaching 18 years of age. You must attach the original police document(s). Please consult our website at: www.cic.gc.ca/english/information/security/police-cert/index.asp for specific and up-to-date information on how to obtain police certificates from any country.</p>		
12	PROOF OF MEDICAL EXAMINATION	<input type="checkbox"/>
<p>Include for yourself and each of your family members Copy 2 of the Medical Report-Section A that the DMP will sign and give to you when you undergo the medical examination. See Appendix C for additional information.</p>		
13	PHOTOS	<input type="checkbox"/>
<p>Provide a set of eight (8) recent photos for each member of your family and yourself. Follow the instructions in your guide (see Photos in section on completing the Application for Permanent Residence in Canada) and in Appendix B, Photo Specifications.</p>		

Place all of your documents in an envelope and send them to your sponsor.



DECLARATION FROM NON-ACCOMPANYING PARENT/GUARDIAN FOR MINORS IMMIGRATING TO CANADA

FOR OFFICE USE ONLY			
File no.	▶		
Date	▶	Day	Month Year

Send this fully completed Declaration **and** a photocopy of a valid and legible identity document to the Canadian Embassy/Canadian Consulate.

This form must be:

- filled out by the non-accompanying parent/guardian, former spouse or former common-law partner and;
- **witnessed by a notary public.**

A copy of this form must be completed for each child travelling to Canada.

I, _____, declare that I have no objections to my

child: _____
Child's full name Day Month Year Child's date of birth

immigrating to Canada with his/her parent/guardian:

Parent/Guardian name	Relationship to child
Parent/Guardian name	Relationship to child

Fill out this section if this child is travelling to Canada with someone other than the parent/guardian listed above.

Name	Relationship to child
------	-----------------------

I have read and understand the contents of this letter and by signing and returning this letter, I am confirming that I fully understand that I may be permanently separated from my above-named child.

I further understand that if I wish to enter Canada, as a temporary resident or a permanent resident, I must comply with all requirements of the *Immigration and Refugee Protection Act* and Regulations in force at the time of my application.

To be completed by the non-accompanying parent/guardian, former spouse or former common-law partner, in front of the witness. Present your original Identification Card to the witness*

Signature (before witness*)	Date <small>Day Month Year</small>
Emergency contact telephone number	Place

To be completed by the witness (notary public)

Witness title and name in block letters (*must be a notary public)	Witness* professional chop/stamp
Signature of witness*	

Appendix B

Photo Specifications

Notes to the applicant

TAKE THIS WITH YOU TO THE PHOTOGRAPHER

- Immigration photos are **not** the same as passport photos.
- Make sure that you provide the correct number of photos specified in this guide.

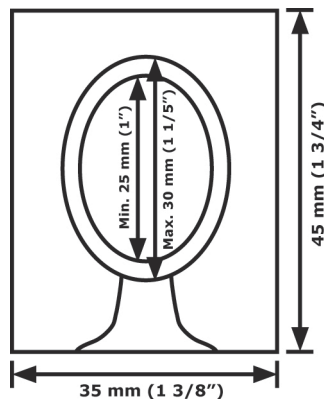
Notes to the photographer

The photos must:

- show a full front view of the person's head and shoulders showing full face centered 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 photos must:

- measure between 25 mm and 30 mm (1" and 1 1/5") from chin to crown;
- have a 35 mm x 45 mm (1 3/8" x 1 3/4") finished size.



Appendix C

Fill out this form and take it with you to your medical appointment.

You and all your family members who are not already Canadian citizens or permanent residents must fill out Appendix C and undergo and pass a medical examination, whether they will be joining you in Canada or not. Make enough photocopies of this page for your needs before you start filling the boxes.

For complete instructions about your medical examination and how to find a Designated Medical Practitioner (DMP), read the Medical Instructions section in IMM 3999, Part 2: The Immigrant's Guide.

1. Person to be examined

Surname / Family name

Forename / Given name(s)

Date of birth

Day	Month	Year
/	/	

Country of birth

Sex Male Female

Relationship to sponsor

Spouse Conjugal partner
 Common-law partner Dependent child

Address *

Telephone number

2. Principal applicant, if different from person in 1

Surname / Family name

Forename / Given name(s)

Date of birth

Day	Month	Year
/	/	

Address *

3. Visa office** that will be processing the file

* If you live in China, provide your address in English and in Pinyin.

** If you are not sure which of our visa offices will be processing your application for permanent residence, consult our [website](#) or contact your sponsor. If you do not enter this information, your application may be delayed.