

Appendix B

**Case Processing Centre
Vegreville AB T9C 1W5
CANADA**

Fingerprints Request Letter

**RCMP Detachment /
Police Authorities**

Surname	Given name(s)			
Client ID no. ▶	Date of birth ▶	Day	Month	Year
		<input type="text"/>	<input type="text"/>	<input type="text"/>

Citizenship and Immigration Canada requires that applicants for permanent residence and their family members obtain original police certificates for all countries where they have lived for six months or longer in the past 10 years. (Certificates are only required for countries where a person **was 18 years of age or older when he or she lived there.**) In order to apply for certificates, an **original** set of fingerprints is required for each certificate being requested.

Upon presentation of this letter, photo identification, and any applicable fees, please provide the applicant with the required fingerprints. The number of fingerprint forms required will depend on the number of police certificates being requested. For example, a person who requires certificates for three countries will need three sets of fingerprints.

Please give the fingerprint forms directly to the applicant. He or she will send them to the appropriate authorities outside of Canada.

Manager
Case Processing Centre