



# IMMIGRATION

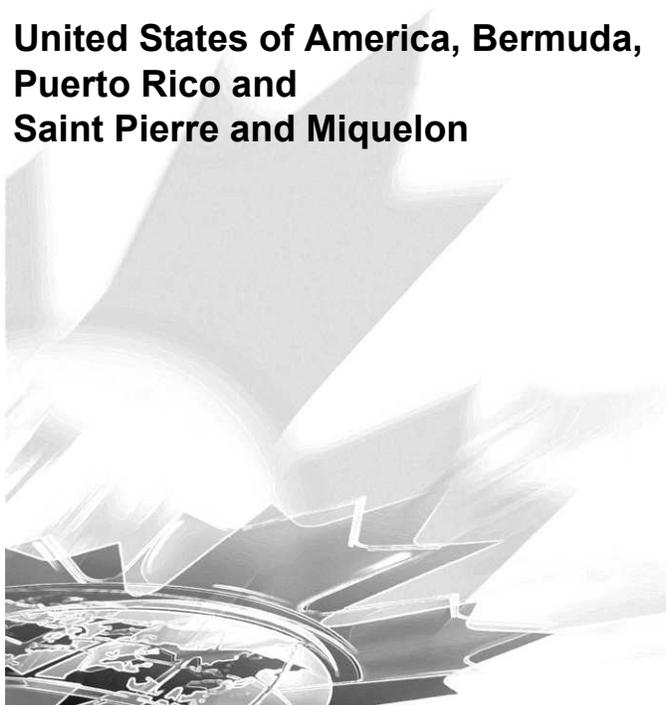
# Canada

## Family Class

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

## Part 3: Country Specific Instructions

United States of America, Bermuda,  
Puerto Rico and  
Saint Pierre and Miquelon



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

**Cette trousse est également  
disponible en français**

# Appendix A

## Document Checklist - Immigrant

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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). Send originals of the immigration forms (items 1 to 5 below) and police certificates. Send photocopies of all other documents, unless instructed otherwise. If your documents are not in English or French, send a notarized (certified) translation with a copy of the originals.

<b>IMMIGRATION FORMS</b>		
Ensure that all questions have been answered and forms are signed. When completed, send them to your sponsor with all supporting documentation.		
<b>1</b>	<b>Generic Application Form for Canada (IMM 0008)</b> - This form is completed by you, the principal applicant.	<input type="checkbox"/>
<b>2</b>	<b>Additional Dependants/Declaration (IMM 0008DEP)</b> - This form is completed by you, the principal applicant, if you have more than five (5) family members.	<input type="checkbox"/>
<b>3</b>	<b>Schedule A - Background/Declaration (IMM 5669)</b> - You and each of your family members 18 years of age or older must complete their own copy of this form.	<input type="checkbox"/>
<b>4</b>	<b>Additional Family Information (IMM 5406)</b> - You and each of your family members 18 years of age or older must complete their own copy of this form.	<input type="checkbox"/>
<b>5</b>	<b>Spouse/Partner Questionnaire (IMM 5490)</b> - If your sponsor is your spouse, common-law partner or conjugal partner, complete the questionnaire.	<input type="checkbox"/>
<b>6</b>	<b>Use of a Representative (IMM 5476)</b> - If you want us to deal with a representative on your behalf, be sure you have completed and signed the form.	<input type="checkbox"/>
<b>7</b>	<b>IDENTITY AND CIVIL STATUS DOCUMENTS</b> Provide birth certificates, baptismal certificates, national identity card or certificate (Cedula) where available, or other official document confirming relationship (including all pages of Household Registries) for you and each of your family members. If you are married, you must include a marriage certificate. If you are now divorced, you must include final divorce certificates; if separated, a separation certificate. If your marriage was annulled, a copy of the annulment. If your former spouse or common-law partner is deceased, you must include your spouse's or partner's death certificate. Photocopy of Citizenship Certificate or Immigrant or Permanent Resident Visa for any family members who are Canadian citizens or permanent residents of Canada. If you are in a common-law or conjugal relationship, provide proof of that relationship.	<input type="checkbox"/>
<b>8</b>	<b>CHILDREN'S INFORMATION</b> If your children are adopted, you must include adoption papers and, if the adoption was done according to customary law and not through the courts, evidence of the adoption ceremony such as photographs. If you are divorced or separated, you must include proof that you have custody of the children, that you have fulfilled all obligations in custody agreements, and that the children are free to move to Canada.  You must submit proof if the child is 19 years of age or older and depends substantially on the financial support of the parent since before the age of 19 and is unable to be financially self-supporting due to a physical or mental condition.	<input type="checkbox"/>

9	<b>TRAVEL DOCUMENTS AND PASSPORTS</b>	<input type="checkbox"/>
<p>Passports or travel documents for you, your spouse or common-law partner and dependent children. Include only copies of pages showing the passport number, date of issue and expiration, your photo, name, surname (family name), date and place of birth. Children must have their own passport, separate from their parents. If you reside in a country different from your nationality, include a copy of your visa for the country in which you currently reside. Please note that 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	<b>PROOF OF RELATIONSHIP TO SPONSOR</b>	<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. If you are being sponsored by your son or daughter, provide a copy of your sponsor's birth certificate/family census register.</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 wedding photos or proof that you are partners, letters between you and your sponsor, and telephone bills showing contact between you and your sponsor.</p>		
<p><b>Note:</b> Photos must be loose. Do not send them in binders, albums, frames or other such containers. Do not send video discs or video cassettes. Do not send musical greeting cards or other similar documents containing electronic or mechanical devices.</p>		
<p>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>		
<p>If you are a common-law or conjugal partner, provide evidence that your relationship is genuine and continuing and has existed for at least 12 months prior to your application. Also provide 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.</p>		
<p><b>Note:</b> The sponsor and the applicant who are common law or conjugal partners <b>must</b> provide historical evidence of their ongoing relationship. If they are in a relationship of two years or less and have no children together, the applicant will receive conditional permanent resident status, if the application is approved.</p>		
11	<b>POLICE CERTIFICATES AND CLEARANCES</b>	<input type="checkbox"/>
<p>Police certificates or clearances 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 <a href="http://www.cic.gc.ca/english/information/security/police-cert/index.asp">website</a> at: <a href="http://www.cic.gc.ca/english/information/security/police-cert/index.asp">www.cic.gc.ca/english/information/security/police-cert/index.asp</a> for specific and up-to-date information on how to obtain police certificates from any country.</p>		
12	<b>PROOF OF MEDICAL EXAMINATION</b>	<input type="checkbox"/>
<p>Include for yourself and each of your family members, proof of completion of the upfront medical examination from the <a href="#">Panel Physician</a>.</p>		
13	<b>PHOTOS</b>	<input type="checkbox"/>
<p>Supply two (2) recent photos for each member of your family and yourself. Follow the instructions in Appendix B: <b>Photo Specifications</b>.</p>		

## CHOICE OF INTERVIEW LOCATION

If you are required to attend a personal interview at a visa office in the USA, indicate your first choice for interview location is (check one):

- No Preference**
- Los Angeles, California**
- New York, New York**

The Regional Program Centre will try to meet your interview location preference, however, this may not be possible in every case. Files will be assigned to each interview location in a process that will result in approximately equal times to interview for all applicants.

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

If you need to inform us of a change in your mailing address or your marital status, of the birth of a child, of a change in passport details, etc., send this information to us by email [OttPilot-Immigration@cic.gc.ca](mailto:OttPilot-Immigration@cic.gc.ca) or by fax at 1-613-946-6059.

# Appendix B

## Photo Specifications

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### Notes to the applicant

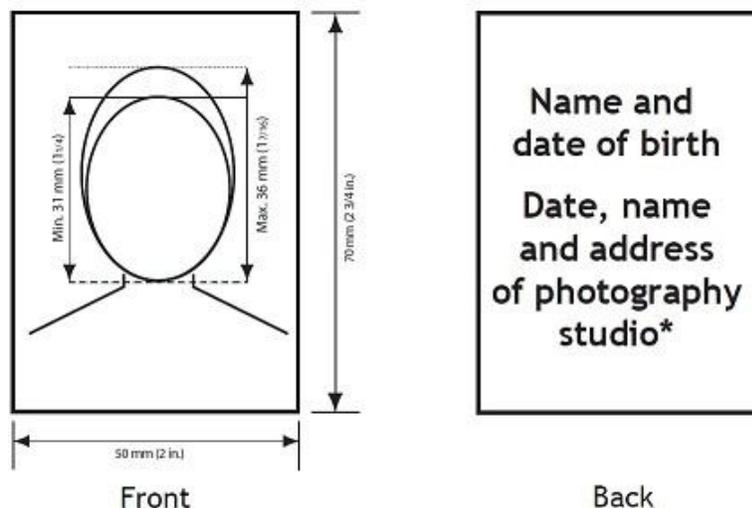
**TAKE THIS WITH YOU TO THE PHOTOGRAPHER**

- Make sure that you provide the correct number of photos specified in this guide.
- You must provide identical and unaltered photographs.
- Photographs may be in colour or in black and white.
- Photographs must be original and not altered in any way or taken from an existing photograph.
- Photographs must reflect your current appearance (taken within the past six (6) months).

### Notes to the photographer

#### The photos must be:

- taken by a commercial photographer;
- 50 mm x 70 mm (2 inches wide x 2 3/4 inches long) and sized so the height of the face measures between 31 mm and 36 mm (1 1/4 inches and 1 7/16 inches) from chin to crown of head (natural top of head);
- clear, sharp and in focus;
- taken with a neutral facial expression (**eyes open and clearly visible, mouth closed, no smiling**);
- taken with uniform lighting and **not show** shadows, glare or flash reflections;
- taken straight on, with face and shoulders centered and squared to the camera (i.e. the photographs must show the full front view of the person's head and shoulders, showing the full face centered in the middle of the photograph);
- taken in front of a plain white background with a clear difference between the person's face and the background. Photographs must reflect and represent natural skin tones.



Not actual size. Refer to measurements above.

#### The back of one (1) photograph must:

- bear the name and date of birth of the subject, as well as the name and complete address of the photography studio;
- bear the date the photograph was taken;
- The photographer may use a stamp or handwrite this information. Stick-on labels are unacceptable.