



IMMIGRATION Canada

Family Class

Sponsorship of parents, grandparents, adopted children and other relatives

Visa Office Specific Instructions São Paulo



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Ce guide est également
disponible en français

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). Send photocopies of all documents, **unless instructed otherwise**. The *Engagement*, if you intend to live in the province of Québec, and the police certificates, must be **originals**. If your documents are not in English, French or Portuguese, send a notarized (certified) translation with a copy of the originals.

<p>1. IMMIGRATION FORMS Check that they are complete and, where applicable, signed:</p> <p>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"/></p> <p>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"/></p>
<p>2. IDENTITY AND CIVIL STATUS DOCUMENTS <input type="checkbox"/></p> <p>Birth, marriage, final divorce, or separation certificates for yourself and your spouse or common-law partner; death certificate for spouse, if applicable. Registo nacional para estrangeiros (RNE) for foreigners residing in Brazil.</p>
<p>3. CHILDREN'S INFORMATION <input type="checkbox"/></p> <p>Children's birth certificates (which name their parents); adoption papers for adopted dependent children; proof of custody for children under the age of 18 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. Proof of continuous full-time studies of all dependent children aged 22 or over: complete school records/transcripts since attaining age 22, letters from the school(s) indicating the number of hours of classes attended per day, and the number of days attended per week, and proof of full financial support by parents since reaching age 22.</p>
<p>4. TRAVEL DOCUMENTS AND PASSPORTS <input type="checkbox"/></p> <p>Passports or travel documents for you, your spouse or common-law partner and dependent children. Passports should extended if they are valid for less the 18 months. Include only copies of pages showing the passport number, date of issue and expiration, your photo, name, date and place of birth. If you reside in a country different from your nationality, include a copy of your visa for the country in which you currently reside. All prospective immigrants must hold a valid regular passport; diplomatic, official, service or public affairs passports are not valid for immigration to Canada.</p>
<p>5. PROOF OF RELATIONSHIP IN CANADA <input type="checkbox"/></p> <p>Proof of relationship to your sponsor in Canada, such as birth, marriage or adoption certificates and proof of that person's status in Canada: photocopy of the Record of Landing (IMM 1000) of your sponsor or proof of Canadian citizenship such as photocopy of pages of a Canadian passport or Canadian Citizenship card.</p>
<p>6. POLICE CERTIFICATES AND CLEARANCES <input type="checkbox"/></p> <p>Police certificates or clearances from each country in which you and everyone 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>
<p>7. ENGAGEMENT <input type="checkbox"/></p> <p>The original of the <i>Engagement</i>, if your intention is to reside in the province of Québec.</p>

8. PHOTO REQUIREMENTS

Supply four (4) 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**.



Mailing your application

Place all of your documents in a sealed envelope and mail them to:

**Canadian Consulate General
Visa Section
Centro Empresarial Nações Unidas - Torre Norte
Avenida Nações Unidas 12901
16º andar
04578-000 São Paulo, SP
Brazil**

Your mailing address

It is imperative that you keep our office informed of any changes to your mailing address. Also, please inform us of a change in marital status, birth of a child, change in passport details, etc. You may advise us by letter or fax. Our fax number is (55-11) 5509-4262.

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.

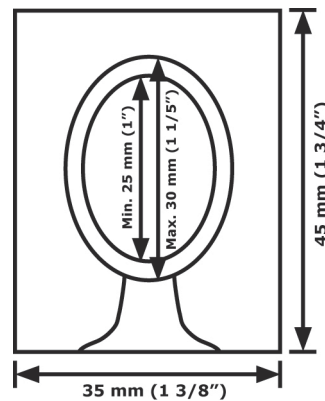
Notes to the photographer

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

Medical Instructions

Everyone included in your application, whether accompanying you to Canada or not, must undergo a medical examination with a physician on the list of designated doctors. If you are a divorced or separated parent, a minor child of whom you have joint or sole custody is considered your dependent child, even if he or she usually lives with the other parent and is not accompanying you to Canada.

Instructions for this examination will be provided **after** your application has been assessed by a visa officer. After you receive the necessary medical forms, you and your family members must undergo the necessary medical examinations with one of the doctors on the list of *Designated Medical Practitioners*. If you and/or your family members do not live in one of the countries on this list, advise us at the time of application and we will send you the appropriate list. You will be responsible for the costs of the medical examination for all your family members.

At the time of medical examination, you and all family members will be required to present individual passports as evidence of identity. **If any of your family members does not have an individual passport, you should apply to obtain it now.**

You may, at any time, request that medical instructions be issued, and may undergo an immigration medical examination, **at your own risk**. It is important to note that undergoing an immigration medical examination **does not guarantee** that a permanent resident visa will be issued. The permanent resident visa has the same validity period as the medical results, that is, 12 months from the date of the first examination or test.