
IMMIGRATION

Canada

Temporary Resident Visa

Lagos Visa Office Instructions



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**Document Checklist – Temporary
Resident Visa**

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**

Please read this kit carefully before submitting your application. The documentation you provide with your application is necessary to establish that your entry to Canada would not be contrary to the *Immigration and Refugee Protection Act*. You must sign and date your own application. IRCC may refuse your application if you fail to provide complete, truthful, and accurate materials.

IRCC will assess your Temporary Resident Visa application based on the documents you submit. Please ensure that you submit all relevant documents as outlined in this application kit.

You must submit all documents at the same time as your application and processing fee. IRCC will only accept documents in English or French. You must include a certified translation with any document that is not in English or French.

Warning: Providing fraudulent documentation or false information is a grave offence. If you or someone acting on your behalf directly or indirectly omits or misrepresents material facts relating to your application for a Temporary Resident Visa:

- your application will be refused;
- the circumstances of your refusal will be entered into Canada's global immigration database; and
- you could become inadmissible to Canada for five years under section 40 (2) of the *Immigration and Refugee Protection Act*.

Failure to submit all required documentation may result in the refusal of your application or processing delays.

Note: the submission of an application with the documents listed below does not guarantee the issuance of a visa. The visa officer may also request additional documents before a decision is taken.

Complete and place this checklist on top of your application.

Do not finalize travel plans unless you have received your visa from the Deputy High Commission of Canada.

IMPORTANT: For required documents you must submit **PHOTOCOPIES ONLY**. **No documents will be returned to you once your application has been processed.**

You must submit the following items:	√
Two photographs , meeting the photograph specifications, for each applicant. Signed, dated and taken in the past six (6) months. Write the name and birth date of the individual on the back.	<input type="checkbox"/>
Original passport for yourself and each family member requesting a visa. In addition, please submit: A photocopy of your current and previous passports including the biographic page and all pages that are not blank.	<input type="checkbox"/>

<input type="checkbox"/> this must show that you are a citizen or lawfully admitted to your country of residence (e.g. study permit, work permit)	
Consent to verification of documents form.	<input type="checkbox"/>
Family Information Form IMM 5707 , fully completed, dated and signed.	<input type="checkbox"/>
Completed and signed Schedule 1 form (Application for Temporary Resident Visa – IMM 5257B)	<input type="checkbox"/>
Explain the purpose of your trip - details of your itinerary indicating length of stay, destination and contacts. You must provide a provisional airline booking.	<input type="checkbox"/>
Invitation from the person or business you will visit stating visit dates, duration, purpose and contact information. Information related to the immigration status of the host in Canada is voluntary. Should the host volunteer this information, they may provide a copy of their landing document, Citizenship Certificate or Canadian passport bio-data page (i.e. the page with their name, photo, place of birth, date of issue, etc.), Study permit or Work permit, or Permanent Resident Card.	<input type="checkbox"/>
<p>CAN+</p> <p>If you have travelled to Canada in the last ten (10) years or currently hold a valid United States non-immigrant visa and can provide proof (entry stamps in passport, proof of the valid visa), no proof of financial support is needed.</p> <p>For all others, provide proof of financial support to cover the expenses for the duration of your visit:</p>	
<p>Copies of bank statements covering the past three months.</p> <p>Any additional relevant documentation (employment letter, pay slips, proof of pension, business registration, investments, etc.)</p>	<input type="checkbox"/>
<p>If you are not paying for your own trip:</p>	
<p>Provide a letter signed by the person paying and a photocopy of their passport, or other official identification with photo and a bank certificate proving that they have sufficient funds. Describe how this person is related to you. These documents must be dated within three months of the date on which the application is submitted.</p>	<input type="checkbox"/>
<p>Seminars, Trade Shows, Conferences – invitations, registration and hotel confirmation.</p>	<input type="checkbox"/>

If applicable, you must also submit:	
For business travel: a letter from your employer indicating the purpose of your travel, your itinerary within Canada and who will cover the cost of your travel, a letter from the Canadian business confirming duration (visit dates) and nature of your business.	<input type="checkbox"/>
Proof of Business if you are self-employed. Provide business registration, tax clearance certificates, trade certificates, license and financial documents, etc. (certified business bank account statement for past 6 months)	<input type="checkbox"/>
Proof of employment - letter from your current employer and pay slips (last 3 months). Employment letter dated within 2 months of the application indicating occupation, job description, position, salary, allowances, years of employment and authorized leave dates.	<input type="checkbox"/>
Proof of current studies – an official document confirming your registration as a student at an academic institution.	<input type="checkbox"/>
Marriage Certificate and Birth Certificates for each family member whether or not they are requesting a visa.	<input type="checkbox"/>
<p>Children must each have their own passport. They must also have a school leave letter, if applicable.</p> <p>For children travelling alone or with only one parent:</p> <ul style="list-style-type: none"> • letter of consent signed by the non-accompanying parent(s) • copy of photo ID with signature for the non-accompanying parent(s) • child's birth certificate 	<input type="checkbox"/>
<p>For Parents and Grandparents Super Visa, please provide:</p> <p>Proof that you have private medical insurance valid for a minimum of one year from a Canadian insurance company and that:</p> <ul style="list-style-type: none"> o Covers health care, hospitalization and repatriation; o Provides a minimum coverage of \$100,000; and o is valid for each entry to Canada and available for review by a port of entry officer. <p>From your inviters:</p> <ul style="list-style-type: none"> <input type="checkbox"/> A written and signed invitation letter promising financial support for the duration of your visit <input type="checkbox"/> A list showing the number of people in the inviter's household 	<input type="checkbox"/>

<ul style="list-style-type: none"> <input type="checkbox"/> A copy of the inviter's citizenship or immigration status document (e.g. Permanent Resident Card – please copy both sides) <input type="checkbox"/> Proof of inviter's ability to provide promised financial support in the form of independent, third party documentation from a Canadian source which is reliable or easily verifiable. For example, but not limited to: Canada Revenue Agency Notice of Assessments [NOA], employment letters showing salary, pay stubs, banks statements, Statements of Remuneration Paid or financial statements prepared by a licensed professional. 	
<p>If you have answered “yes” to any of the background information questions on the application form, provide a completed and signed Schedule 1 form (Application for Temporary Resident Visa – IMM 5257B) and include it with your application.</p>	<input type="checkbox"/>
<p>Diplomatic and official passport holders:</p>	
<p>Original Note Verbale from your Federal Ministry of Foreign Affairs or Embassy stating the purpose of your travel to Canada, and an invitation from your host in Canada, IMM 5257 Application Form, Family Composition Form, two passport photographs and your original passport.</p>	<input type="checkbox"/>

Note: The visa officer may request additional documents or a personal interview.