

## Biometrics Collection

- 1) Submit your application and make sure you are charged with \$85 CAD biometrics fee
- 2) A biometric instruction letter (BIL) will be provided once the IRCC has confirmed:
  - a. Application is complete
  - b. Payment is received
- 3) Schedule an appointment: [https://apps.canada.ca/reservation?utm\\_campaign](https://apps.canada.ca/reservation?utm_campaign)
  - a. Create a login by using your email address
  - b. Select the province and city you are residing
  - c. Select the location you would like to visit
  - d. Select the appointment time and date based on your schedule
  - e. Confirm the appointment
- 4) Bring the BIL and your passport to the appointment
- 5) Have your fingerprints and photo taken during the appointment

### Notes:

- The current location in windsor is

***Windsor Service Canada Centre - Passport Services  
CIBC Building  
100 Ouellette Avenue, Suite 503 Windsor, Ontario***

- Please do not visit Service Canada without a BIL or a travel document
- Applicants shall complete biometrics within 30 days once the BIL was issued