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Guide 5256 - Applying for a visitor visa (temporary resident visa) - paper application



Print

Use this guide to apply for: visitor visa, transit visa, super visa

**You're seeing the instructions to apply
on paper.**

[Guide – Apply online.](#)

Most people **must** apply online. You can **only** apply on paper if you can't apply online, including for reasons of a disability, or if you're travelling with an identity or travel document that was issued to a refugee, a stateless person or a non-citizen.

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This is not a legal document. The explanations and definitions are not legal definitions. In case of a discrepancy between the language in this document and the relevant legislation or regulations, the legal text in the legislation and regulations prevails.

For legal information, consult the following documents:

- *Immigration and Refugee Protection Act*
 - *Immigration and Refugee Protection Regulations*
-

Overview

Application package

This application package has:

- an instruction guide, **and**
- the forms you need to fill out.

The **instruction guide**:

- has information you must know before you submit your application, **and**
- explains how to fill out the forms and gather your supporting documents.

Read the instruction guide completely and then fill out each of the applicable forms.

The **forms** are designed with questions that will help the processing of your application.

Symbols used in this guide

This guide uses these symbols to draw your attention to important information:



What you **must** do to have your application processed.



Important information that you need to know to avoid delays or other problems.



Where to get more information.



Note: Tips that will help you with this application.

Before you apply

Who may use this application guide?

Use this application guide if you wish to apply for a temporary resident visa from outside Canada.



Note: The processing time of an application may vary from one visa office to another. Find out more about [application processing times](#).

Who are Visitors?

Visitors are persons who are not Canadian citizens or permanent residents of Canada, and are legally authorized to enter Canada to:

- visit Canada on holiday (vacation),
- visit family,
- conduct business, etc.

Visitors are restricted in **length of stay** and subject to various conditions.


Do I need a Temporary Resident Visa?

Persons who are not Canadian citizens or permanent residents of Canada may require a visa to enter Canada. The requirement for a visa also applies to temporary residents who are transiting in Canada. Find out if you need an [Electronic Travel Authorization \(eTA\)](#) or a [visitor visa](#).

If you do not require a visa to enter Canada, you may require an Electronic Travel Authorization (eTA). Find out if you need an [eTA](#).

What is a Temporary Resident Visa?

A Temporary Resident Visa (TRV), also referred to as a visitor visa, is an official document issued by a Canadian visa office that is placed in your passport to show that you have met the requirements for admission to Canada as a temporary resident (either as a visitor, a student, or a worker).

 Important information: You must obtain a Temporary Resident Visa (TRV) before your departure. You cannot obtain one upon arrival in Canada.

What are the requirements you must meet for a TRV?

You must show the officer that you meet the requirements of the *Immigration and Refugee Protection Act* (IRPA) and the *Immigration and Refugee Protection Regulations* and that you will be in Canada for a temporary stay.

You must also:

- satisfy an officer that you will leave Canada at the end of your stay,
 - show that you have enough money to maintain yourself and your family members in Canada and to return home,
 - not intend to work or study in Canada unless authorized to do so,
 - be law abiding and have no record of criminal activity,
 - not be a risk to the security of Canada,
 - provide any additional document requested by the officer to establish your admissibility, **and**
 - be in good health (complete a medical examination if required).
-

What if I was previously granted permanent resident status?

If you have ever been granted permanent residence or landed immigrant status in Canada, you may still be a permanent resident. We cannot issue you a TRV if you are a permanent resident.


You may instead want to apply for a Permanent resident travel document. If you meet the requirements for a travel document, you can return to Canada as a permanent resident.

If you no longer want to be a permanent resident, or if you know you do not meet the requirements to keep your permanent resident status, you can voluntarily give up (renounce) your permanent resident status in order to apply for a TRV.

Voluntary Renunciation of PR status applications must be **sent in a separate envelope by mail to the visa office.**

We recommend that you apply for Voluntary Renunciation of your PR status first, and apply for your TRV once you receive the approval of your Voluntary Renunciation.

Entry to Canada

 Important information: Entry to Canada is a privilege, not a right. You must meet the necessary requirements and you may need a Temporary Resident Visa.

Family member definitions

Your family members include your spouse or common-law partner, your dependent children and any children that are their dependent children.

Spouse

Refers to either of the two persons (any gender) in a marriage legally recognized in the country in which it took place, as well as in Canada.



Proxy, telephone, fax, internet and similar forms of marriage where one or both parties were not physically present are not considered as valid spousal relationships under the Regulations nor are polygamous marriages. For more information, consult our [policy on the legality of a marriage](#).

Common-law partner

Refers to a person who is living in a conjugal relationship with another person (any gender), and has done so continuously for a period of at least one year. A conjugal relationship exists when there is a significant degree of commitment between two people.

This can be shown with evidence that the couple share the same home, support each other financially and emotionally, have children together, or present themselves in public as a couple.

Common-law partners who have been in a conjugal relationship for at least one year, but are unable to live together or appear in public together because of legal restrictions in their home country or who have been separated for reasons beyond their control (for example, civil war or armed conflict) may still qualify and should be included on the application.

Dependent children

The age of your children is 'locked in' when you make your refugee claim. This means that if you are later able to apply for permanent residence in Canada as a protected person, you may be able to

include them in your application if they meet the dependent children requirements below on the lock-in date:

- They're **under 22 years old, and**
- They don't have a spouse or common-law partner

Children 22 years old or older qualify as dependants if they meet **both** of these requirements:

- They have depended on their parents for financial support since before the age of 22, **and**
- They are unable to financially support themselves because of a mental or physical condition

With the exception of age, dependants will have to continue to meet these requirements until processing of the application for permanent residence is complete.

Dependent child of a dependent child	Refers to children of dependent children of the applicant and those of the spouse or common-law partner, if applicable.
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Do I have to apply separately for my family members?

Family members must complete their own application forms. However, you may submit your applications together online or at a Visa Application Centre (VAC) and use one payment receipt for the total amount.

Your spouse or common-law partner and children must meet all of the requirements for temporary residence in Canada.

Are there medical requirements?

If you plan to work, visit or study in Canada for six months or less:

You usually do not need a medical exam.

If you plan to work, visit or study in Canada for more than six months:

You will need a medical exam if you:

- have lived temporarily for six or more months in a row:
 - in any of these countries or territories
 - in the one year immediately before the date you want to enter Canada. (**This applies even if you are a citizen of a country that**

does not need a visa to enter Canada.)



Regardless of the length of time you are in Canada, you will need a medical exam if you wish to work in one of the following fields:

- a designated occupation, such as the field of health services or with children. Examples of designated occupations include hospital staff, clinical laboratory workers, patient attendants in nursing and geriatric homes, and medical and dental students admitted to attend Canadian universities;
- to work in agricultural occupations, you will need a medical exam if you have lived in certain countries or territories.

You and your family members may need a medical exam to come to Canada. Find out more by checking the Medical examination requirements for temporary residents.

You may either:

- have an upfront medical exam by contacting a Panel Physician; or
- wait until your application is reviewed and medical instructions are given to you by the visa office.

Get the instructions to complete the medical exam.

When medical results are submitted up front, routine cases benefit from faster processing since we do not have to ask for them at a later date. This is done at your own cost and does not influence the final decision on your application. If you have an upfront medical exam, you must submit proof that you completed the medical exam with your application. Failure to do so may result in processing delays.

Biometrics

You may need to give your biometrics for this permit. If you need to give biometrics, pay the biometrics fee **when you apply**. The fee covers the cost of collecting fingerprints and a digital photo.

[Find out if you need to give your biometrics.](#)

How often do you give your biometrics

You only need to give your biometrics **once every 10 years** when you apply for a visa or permit. However, we can't issue a visa or permit longer than 10 years from the last date you gave your biometrics.

[Check when your biometrics expire.](#)

When to give your biometrics

If you submit your application online or by mail.

You can give your biometrics after you:

- pay for and submit your application and biometric fees, **and**
- get a biometric instruction letter (BIL) that will direct you to a list of official locations you may choose from.

You must provide your biometric data promptly after receiving the instruction letter inviting you to do so.

If you submit your application in person at a visa application centre (VAC)

You **may be able** to book an appointment in advance to give your biometrics **at the same time** that you submit your application at a VAC. If you can't give your biometrics when you submit your application you will have to make an appointment at the VAC to give them at a later date.

Extend the validity of your biometrics

If you want a visa or permit for longer than 10 years from the last date you gave your biometrics, you can choose to give your biometrics again when you apply. You can give your biometrics again even if they're still valid.

Follow these steps when you apply for your visa or permit:

1. Pay the biometrics fee when you apply.

2. Wait for your biometric instruction letter (BIL). **You must use the BIL that was issued for this application.**
3. Book an appointment and visit an official biometric collection location to give your biometrics again.

Where to give your biometrics

You **need to book an appointment** to give your biometrics at one of these official biometric collection service points.

We'll start processing your application after we get your biometrics.

Can I work or study during my stay in Canada?

Visitors are not allowed to work or study in Canada unless they are authorized to do so under the *Immigration and Refugee Protection Regulations*. In many cases, a work or study permit will be required.


A temporary resident may also take a program of study up to six months duration without having to obtain a study permit.

Information about the parent and grandparent super visa

About the super visa

The multiple-entry super visa allows parents and grandparents to

- enter Canada multiple times
- stay in Canada for a period of 5 years on each entry

 Important information: Applicants who do not normally require a visa to enter Canada must also submit an application to a visa office. [See the section below for visa-exempt applicants.](#)

Who may apply for a super visa?

To apply for a super visa, you must either be the parent or grandparent of a Canadian citizen or a permanent resident of Canada.

You cannot include your dependent children in this application. If your spouse or common-law partner want to come with you, they also need to submit an application.

How do I apply for a super visa?

To apply for a super visa, you need to submit an application to a visa office and provide

- a letter of invitation written and signed by your child or grandchild promising financial support for the entire duration of your stay in Canada
 - You must also include your host child or host grandchild's family composition (dependents, including spouse, children or other relatives that are financially dependent on your host child or host grandchild).
- **one** of the following documents to prove that your child or grandchild meets the low income cut-off (LICO) minimum (The Canadian or permanent resident spouse or common-law partner of your child or grandchild may co-sign the invitation letter to meet the LICO minimum):
 - the most recent copy of their federal income tax notice of assessment
 - If your child or grandchild does not have a paper copy of their notice of assessment, they can view (and print) their tax returns as well as other personal tax information using the Canada Revenue Agency's **My Account** online service. To register or login, visit My Account.
 - the most recent copy of the child or grandchild's T4 or T1

- an original letter from child's or grandchild's employer stating their job title, job description and salary
 - the child or grandchild's employment insurance benefit statements, including
 - a letter from an accountant confirming annual income, if self-employed
 - proof of other sources of income (for example, pension statement, investments)
- evidence of the parent or grandparent relationship to the Canadian citizen or permanent resident you wish to visit (such as a birth certificate, baptismal certificate or other official documents naming you as parent or grandparent)
- proof that you have private medical insurance valid for a minimum of 1 year from a Canadian insurance company, or an insurance company outside Canada that has been approved by the minister
 - More information on approved insurance companies outside of Canada will be available in the coming months.
 - This medical insurance must
 - be paid in full (quotes aren't accepted)
 - covers health care, hospitalization and repatriation
 - provide a minimum coverage of \$100,000, **and**
 - be valid for each entry to Canada and be available for review by a border services officer, upon request

After you apply, you will also need to undergo a medical examination and provide proof of the results.

You will be required to appear in person to have your biometric fingerprints and photo (biometric information) taken at a biometric collection service point.

Visa-exempt applicants

You are not required to pay the application processing fee or provide your biometrics.

If your application is approved, you will be directed to apply for an electronic travel authorization (eTA). You will be provided with a letter that you will show to a border services officer upon arrival to Canada.

What must my child or grandchild do to meet the low income cut-off minimum?

Your child or grandchild's income must meet or exceed the minimum necessary cut-off, as identified annually in the income table.

In the letter of invitation, they must calculate their family size. This factor determines the amount of income required to provide care and support for you and your spouse, if applicable.


How to calculate family size:

1. Your child or grandchild counts
 - themselves
 - their spouse or common-law partner
 - their dependent children
 - any person they may have sponsored previously and for whom the sponsorship agreement and undertaking are still in effect
2. They count the number of persons they will be supporting
 - you, **and**
 - your spouse or common-law partner, if you have one
3. They add together the number of persons covered by steps 1 and 2. The total represents their family size.
4. They look at the LICO in the income table in this guide to determine if they meet the minimum required for their family size.
5. To demonstrate that they meet the minimum income required, your child or grandchild may include one of the documents listed in the document checklist (IMM 5484).

If your child or grandchild does not meet the LICO minimum, their spouse or common-law partner can assist by also providing a letter of invitation with one of the documents listed in the document checklist (IMM 5484).


Step 1. Gather documents

What documents are required?

Use the [Document Checklist \[IMM 5484\]](#)  to assist you in gathering the required documents to submit your application.

Some visa offices may require additional supporting documents specific to your country. For further information, check the [Application for a Visitor Visa](#) page.

You must select the country or territory from which you will apply to get your local visa office instructions.

 Important information: If you do not provide all the requested information or documents, the processing of your application could be delayed.

Minors travelling alone

Minors (under 18 years of age) travelling alone or with a person other than their parents or legal guardians should have a letter of authorization, preferably in English or French, signed by both parents or legal guardians. It

should also include the name of the adult who will be responsible for the children in Canada.

Minors travelling with only one parent or legal guardian should have a letter of authorization, preferably in English or French, from the non accompanying parent or guardian.

Translation of documents

You **must** include the following **along with** any document that is not in English or French:

- the English or French translation; **and**
- an affidavit from the person who completed the translation (if they are not a certified translator).

Translations may be done by:

- a person who is fluent in both languages (English or French, and the unofficial language); **or**
- a Canadian certified translator (a member in good standing of a provincial or territorial organization of translators and interpreters in Canada).

If the translation isn't done by a Canadian certified translator, the person who completed the translation must provide an affidavit swearing to their language proficiency and the accuracy of the translation.

The affidavit must be sworn in the presence of:

In Canada:


- a notary public;
- a commissioner of oaths; **or**
- a commissioner of taking affidavits.

Authority to certify varies by province and territory. Consult your local provincial or territorial authorities.

Outside of Canada:

- a notary public

Authority to administer oaths varies by country. Consult your local authorities.

 **Important information: Translations must not be done by the applicants themselves nor by members of the applicant's family.** This includes a parent, guardian, sibling, spouse, common-law partner, conjugal partner, grandparent, child, aunt, uncle, niece, nephew and first cousin.



Note: An affidavit is a document on which the translator has sworn, in the presence of a person authorized to administer oaths in the country where the translator is living, that the contents of their translation are a true translation and representation of the contents of the original document. **Translators who are certified in Canada don't need to supply an affidavit.**

Certified true copies

To have a photocopy of a document certified, an authorized person must compare the original document to the photocopy and must print all of the following on the photocopy:

- “I certify that this is a true copy of the original document”;
- the name of the original document;
- the date of the certification;
- the name of the authorized person;
- their official position or title; **and**
- their signature.

Who can certify copies?

Only authorized people can certify copies.

Important information: Certifying of copies must not be done by the applicants themselves nor by an applicant's parent, guardian, sibling, spouse, common-law partner, conjugal partner, grandparent, child, aunt, uncle, niece, nephew or first cousin.

People authorized to certify copies include the following:

In Canada:

- a notary public;
- a commissioner of oaths; **or**
- a commissioner of taking affidavits.

Authority to certify varies by province and territory. Check with your local provincial or territorial authorities to learn who has the authority to certify.

Outside Canada:

- a notary public

Authority to certify international documents varies by country. Check with your local authorities to learn who has the authority to certify in your country.

Step 2. Obtain the required forms

We'll send you the application package in one of these formats:

- printed
- braille
- large print

How to request an alternative format

1. Open a new email
2. In the subject line of your email, include
 - the format you need (printed, braille, or large print), and
 - the application package you want
3. In the body of your email, include
 - **your full name** as shown on your passport
 - **a statement** explaining that you're asking for an alternate format
 - if you want the application in **English or French**
 - **how we should send it to you** (by email or regular mail)
 - Include your email address if you want us to send it electronically so you can print it yourself. This option will save you the time it would take to mail it to you.
 - Include your mailing address if you want it mailed to you.
 - Email us at IRCC.ALTRRequest-DemandeALT.IRCC@cic.gc.ca

- You can **only** email us to request alternative format of applications.
- We **won't** reply to emails about any other topics.

After we get your request, we'll send you the requested information and tell you where to send your application.

How to submit your application

- fill out and sign any paper forms we sent you
- submit the application by mail or courier to the mailing address provided in our instructions

For more information on how to apply for an alternative format, call 1-888-242-2100 (from inside Canada only).



Note: You may be required to complete additional supporting documents upon request of a visa officer.



Important information: It is a serious offence to give false or misleading information on these forms. The information you provide on your application is subject to verification.

Be complete and accurate



Important information

Complete all sections. If a section does not apply to you, write “Not Applicable” or “NA”, except for your name (last name and given name[s]). Refer to questions 1 and 2 under “Personal Details” section for further instructions. **The application must be signed and dated.**

If your application is incomplete it may be rejected and this will delay the processing of your application.

If you need more space for any section, print out an additional page containing the appropriate section, complete it and submit it along with your application.

Application for Temporary Resident Visa (IMM 5257)

Who must fill out this application form?

This form must be completed by each person applying for a Temporary Resident Visa to visit Canada.

Fill out the form



Note

You must answer all the questions on this form unless instructed otherwise.

Download and fill out the form on a computer.

You also have the option to save your form and fill it out later.

i **Note:** Filling out the form on a computer is easier and reduces mistakes that can slow down the application process.

Read and follow the questions below to help you fill out the form.

Question 1

Type your universal client identification number (UCI), if known. Otherwise, leave it blank. If this is your first time dealing with us you will not have a UCI.

Question 2

From the list, select the language (English or French) in which you would like to receive your service.

Question 3

From the list, select the type of visa you are applying for:

- **Visitor visa:** official document issued by a visa office that is placed in the passport which allows you to seek entry to Canada.

- **Transit Visa:** is required for persons travelling through Canada for less than 48 hours on their way to another country.

i **Note:** To obtain a transit visa you must provide specific evidence of your travel itinerary from your transportation company or travel agent.

Personal Details

Question 1

Full name

Type your **family name (surname) exactly** as shown on your passport or travel document (even if the name is misspelled). Do not use initials.

i **Note:** If you do not have a family name on your passport or travel document, enter all your given names here and leave the given name field blank.

Type all of your **given names (first, second, or more)** exactly as shown on your passport or travel document (even if the name is misspelled). Do not

use initials.

i **Note:** If you do not have a given name on your passport or travel document, leave this field blank. **Do not enter** “*”, “Not applicable” or “NA”.

Question 2

Nick names or Alias

Check the box to tell us if you have ever used any other name. This could include your birth name, maiden name, married name, nick name, etc.

If you checked “**Yes**”, type any other **family name** that you have ever used.

If you checked “**Yes**”, type any other **given name (first, second, or more) that you have ever used.**

Question 3

Choose your gender (**F**-Female, **M**-Male, **U**-Unknown or **X**-Another gender).

i **Note:** If you choose a gender identifier that is different than what you currently have or have had on your Canadian temporary resident

document (visa, electronic travel authorization, work permit, study permit or visitor record), you need to complete the *Request for a Change of Sex or Gender Identifier (IRM 0002)* form and send it with your application. You also need to complete this form and send it with your application if you've never had a Canadian temporary resident document but you intend to apply for one and you identify with a gender that is different than what appears on your foreign travel document or passport. No supporting documents are required.

Question 4

Enter your date of birth. If your entire date of birth is unknown, please use '*' (star sign or asterisk) to fill in the spaces for the year, month or day, where applicable.

Question 5

Note, if your city, town, country or territory of birth is indicated in your passport or your travel document, please record it as it appears in the document.

Question 6

Choose your country or territory of citizenship. To be a citizen of a country or territory means that you were either born in that country or territory (in most cases) or have been granted citizenship by that country or territory. If you are a citizen of more than one country or territory, choose the country or territory that issued the passport you will be using for this trip.

Question 7

Choose the correct information:

- The name of the country or territory you live in, if you have been lawfully admitted to that country or territory.
- Your immigration status in that country or territory (choose one of the following):
 - Citizen
 - Permanent resident
 - Visitor
 - Worker
 - Student
 - Other
 - Protected Person
 - Refugee Claimant
- Other: You must fill out this section if you chose **“Other”** as a status.

- The dates (From – To) you have been living in your country or territory of residence.
-

Question 8

Check the box to tell us if during the past five years, you have lived in any other country or territory other than your country of citizenship or your current country or territory of residence (indicated above) for more than six months?

If you checked “**Yes**”, choose the correct information:

- The name of the country or territory you lived in;
- Your immigration status for the time you were in that country or territory:
 - Citizen
 - Permanent resident
 - Visitor
 - Worker
 - Student
 - Other
 - Protected Person
 - Refugee Claimant
- Other: You must fill out this section if you chose “**Other**” as a status;

- The dates (From – To) you were living in that country or territory.
-

Question 9

Check the box to tell us if you are applying from the country or territory you live in.

If you checked “**No**”, choose the correct information:

- The name of the country or territory where you are applying from;
- Your immigration status in that country or territory by choosing one of the following:
 - Citizen
 - Permanent resident
 - Visitor
 - Worker
 - Student
 - Other
 - Protected Person
 - Refugee Claimant
- Other: You must fill out this section if you chose “**Other**” as a status;
- The dates (From – To) that you have been living in that country or territory.

If you are not a citizen of the country or territory where you are applying, you **must** send proof of your legal status in the country or territory you live in when you submit your application.

Question 10

a. Choose your current marital status from the list below:

Annulled Marriage

This is a marriage that is legally declared invalid. An annulment can also be a declaration by the Catholic Church that the marital union did not have a binding force.

Common - Law

This means that you have lived continuously with your partner in a marital-type relationship for a minimum of one year.

Divorced

This means that you are officially separated

and have legally ended your marriage.

Married

This means that you and your spouse have had a ceremony that legally binds you to each other. Your marriage must be legally recognized in the country where it was performed and in Canada.

Separated

This means that you are married, but are no longer living with your spouse.

Single

This means that you have never been married and are not in a common-law relationship.

Widowed

This means that your spouse has died and

that you have not re-married or entered into a common-law relationship.

- b. Enter the date (year, month and day) you were married or you entered into your current common-law relationship.
- c. Type the family names and given names of your current spouse or common-law partner.

If you are in a common-law union, you **must** also request and fill out the *Statutory Declaration of Common-law Union* [IMM 5409] form and include it with your application. If you are married, you **must** send a photocopy of your marriage licence or certificate with your application.

Question 11

Check the box to tell us if you have ever been married or in a common-law relationship. If you checked “**Yes**”, enter the following information:

- All family names,
- All given names,
- Date of birth,
- Type of relationship:
 - Common-law, **or**
 - Married,

- Dates (From – To) for which you were in the relationship with your former spouse or common-law partner.
-


Languages

Question 1

- Choose your native language (mother tongue).
 - If your native language is not English or French, choose the language you would most likely use.
 - Both
 - English
 - French
 - Neither
 - Choose English, French or both as your language of communication:
 - English
 - French
 - Both
 - Neither
 - Check **“Yes”** or **“No”** to tell us if you have taken a test from a designated testing agency to test your abilities in English or French.
-

Passport

Question 1	Type your valid passport or travel document number exactly as shown on the document. Make sure there is no space between each number or letter.
Question 2	From the list, select the name of the country or territory that issued your passport or travel document.
Question 3	Enter the date your passport or travel document was issued.
Question 4	Enter the date your passport or travel document will expire.
Question 5	For this trip – Check “Yes” or “No” to tell us if you are using a passport issued by the Ministry of Foreign Affairs in Taiwan that shows your personal identification number.
Question 6	For this trip – Check “Yes” or “No” to tell us if you are using a National Israeli passport.

 **Note:** There must be at least one blank page other than the last page available on each passport. If applying from outside Canada, refer to the responsible visa office for your region. If applying from inside

Canada, a physical copy of your passport is not required at this time, and may be requested at a later date.



Venezuelan passport holders

You may need to complete extra steps when you fill out your application.

National Identity Document

Question 1

Check **“Yes”** or **“No”** to tell us if you have a national identity document.

Question 2

Enter your national identity document number exactly as shown on the document.

Question 3

From the list, select the name of the country or territory that issued your national identity document.

Question 4

Enter the date your national identity document was issued.

Question 5

Enter the date your national identity document will expire.

US PR Card

Question 1

Check **“Yes”** or **“No”** to tell us if you are a lawful Permanent Resident of the United States with a valid alien registration card (green card).

Question 2

Enter your valid alien registration card (green card) document number exactly as shown on the document.

Question 3

Enter when your alien registration card (green card) document will expire.

Contact Information

Question 1

Type your current mailing address (where information should be mailed). Make sure you include the following information:

- Post Office Box (P.O. Box) number, if you have one. If you do not have a post office box

- number, you must type the street number,
- Apartment (Apt.) or Unit,
 - Street number (No.). If you did not type in a P.O. Box number, you must type the street number,
 - Street name. Do not abbreviate words (Street, Avenue, Boulevard, Drive, etc.) except for directions (NW, SE, W, etc.),
 - City or Town,
 - From the list, choose the country or territory of your current mailing address,
 - Province or State,
 - Postal code or zip code,
 - District, if it applies to you.

All correspondence will go to this address unless you give us your e-mail address.

If you wish to have a representative who can conduct business on your behalf, you **must** give us their email and mailing addresses in this section **and** fill out the *Use of a Representative* ([IMM 5476 \[PDF, 0.26 MB\]](#)) form.

Question 2

Check the box to tell us if the address you live at is the same as your mailing address. If “**No**”, type the following information:

- Apartment (Apt.) or Unit, if it applies to you,
 - Street Number (No.),
 - Street Name. Do not abbreviate words (Street, Avenue, Boulevard, Drive etc.) except for directions (NW, SE, W, etc.),
 - City or Town,
 - Country or territory,
 - Province or State,
 - Postal Code or zip code,
 - District, if it applies to you.
-

Question 3

Check the correct box to tell us if the telephone number is from Canada, the United States (US) or Other (any other country).

Choose the type of telephone:

- Residence (home)
- Cellular (cell or mobile)
- Business (work)

Type your telephone number including the country code, area or regional codes, etc.

If you have an extension number, write it after your phone number under "Ext."

Question 4

Check the correct box to tell us if your other telephone number is from Canada, the United States or Other (any other country).

Choose the type of telephone:

- Residence (home)
- Cellular (cell or mobile)
- Business (work)

Type your telephone number including the country code, area or regional codes, etc.

If you have an extension number, write it after your phone number under “Ext.”

Question 5

Check the correct box to tell us if the facsimile (fax) number is from Canada, the United States or Other (any other country).

If you have one, type your facsimile (fax) number, including country code, area or regional codes, etc.

Question 6

If you have one, type your e-mail address using a format similar to the following: name@provider.net



Note: Make sure you check your email regularly. Any emails sent to you by Immigration, Refugees and Citizenship Canada

(IRCC) will end in:

- “@cic.gc.ca”,
- “@canada.ca”, **or**
- “@international.gc.ca”.

Please add these to your “safe senders” list in your email program and check the junk mail folder in case important emails get filtered. If we find that your email address does not work or no longer exists, we will communicate with you by mail. By giving us your e-mail address, you are hereby authorizing us to send your correspondence, including file and personal information electronically to this address.

Details of Visit to Canada

Question 1

a. From the list, indicate the purpose of your visit to Canada:

- Business
- Tourism
- Short-term studies (course or program of six months or less)
- Returning student
- Returning worker

- Super visa — Parents and grandparents
- Other (medical visit, transit, etc.)
- Family Visit
- Visit



Note: If you selected “**other**” in question 1a), provide details in 1b)

b. Provide details.

Question 2

Enter the dates (From – To) that you plan to stay in Canada.

Question 3

Type the amount of funds (money) in Canadian dollars that you have available to you during your stay in Canada.

Question 4

Type the following information about the person(s) or institution(s), including schools you intend to visit during your stay in Canada:

- Name (includes the name of a person or a name of an institution)
- Relationship you have with this person or institution (friend, family, co-worker, etc.)
- Their address in Canada (street number, street name, city or town and postal code).

Education

Check the box to tell us if you have any post-secondary education (including university, college or apprenticeship training).

Examples of post-secondary education:

Trade or Apprenticeship	Training completed in a specific trade, such as carpentry or auto mechanics.
Non-university certificate or diploma	Training in a profession that requires formal education but not at the university level (for example, dental technician or engineering technician).
Bachelor's degree	Academic degree awarded by a college or university to those who finished an undergraduate curriculum; also called a baccalaureate. Examples include a Bachelor of Arts, Science or Education.
Master's degree	Academic degree awarded by a graduate school of a college or university. You must have completed a Bachelor's degree before a Master's degree can be earned.
PhD	Highest university degree usually based on at least three years of graduate studies and a thesis. Normally, you must have finished a Master's degree

before a PhD can be earned.

If you checked “**Yes**”, give us full details of your highest level of post-secondary education:

- Enter the dates (year and month) you attended the institution
 - Field(s) of study (mechanics, social sciences, medicine, etc..(et.cetera))
 - School or Facility name
 - City or Town
 - Country or territory (choose from the list) **and**
 - Province or State.
-

Employment (Work or job)

Enter the following information about your employment for the past 10 years. If you are retired, give information about the 10 years before your retirement.

Question 1

Current activity or job

Give details about your **current activity or job**:

- dates (year and month) you have been working at your current job,

- activity or job, or a brief description of your position. If you do not work, describe what you are currently doing (retired, not working, going to school, etc. (et cetera)),
- name of the company, employer or facility where you work,
- City or Town,
- Country or territory,
- Province or State, if it applies to you.

Question 2

Previous activity or job

Give details of your **previous activity or job** for the past 10 years. If you are retired, include the details about the 10 years before your retirement.

If you need more space, print out another page of the form, fill in this section and submit it with your application.

Background Information

All questions in this section must be answered or the application will be considered incomplete and will be returned.

Question 1

Check the box to indicate if:

- a. you or any of your family members have ever had tuberculosis of the lungs or been in close contact with a person with tuberculosis within the past two years.
- b. you have any physical or mental disorder that would require social and/or health services other than medication during your stay in Canada.
- c. If you checked **“Yes”** to any of the above questions, provide details and the name of the family member, if applicable.



Note: Refer to the Family Members definition in this guide.

Question 2

Check the box to indicate if you have ever:

- a. remained beyond the validity of your status, attended school without authorization or worked without authorization in Canada.
- b. been refused a visa or permit, denied entry or ordered to leave Canada or any other country or territory.
- c. Applied previously to enter or remain in Canada.
- d. If you checked **“Yes”** to one of the above questions, provide details.

Question 3

Check the box to indicate if you have ever:

- committed,

- been arrested for, **or**
- been charged with or convicted of any criminal offence in any country or territory.

Question 4

- a. Check the box to indicate if you have ever served in any military, militia, civil defence unit, served in a security organization or police force (including non-obligatory national service, reserve or voluntary units).
- b. If you answered “**Yes**” to question 4a), please provide your dates of service and the countries or territories where you served.

Question 5

Check “**Yes**” or “**No**” to indicate if you have ever been a member or associated with any political party, or other group or organization which has engaged in or advocated violence as means to achieving a political or religious objective, or which has been associated with criminal activity at any time.

Question 6

Check “**Yes**” or “**No**” to indicate if you have ever witnessed or participated in the ill treatment of prisoners or civilians, looting or desecration of religious buildings.

To complete your form:

1. Once the application is completed, click on the “Validate” button located at the top or bottom of the form. This will generate a **barcode page** (page 5 of 5) – see image below. If this application form is completed on

a computer and printed, you must place the barcode page on the top of your application (or if applying as a group, each individual application package).



Note: This barcode page will not appear if you fill out your application by hand.

2. If you are **18 years of age or older**, you must sign and date in the boxes provided at the bottom of the page.

If you are **less than 18 years** of age, your form must be signed by one of your parents or a legal guardian.



Note: By signing, you certify that you fully understand the questions asked, and that the information you have provided is complete, accurate, and factual. If you do not sign and date the application form, it will be returned to you.

Family Information (IMM 5707 or IMM 5645)

Who needs to complete this form?

This form must be completed by each person, 18 years of age or older, applying for a Temporary Resident Visa, a study or work permit outside Canada.

Which form needs to be completed?

You must complete the *Family Information* form (IMM 5707 **or** IMM 5645) listed in the application package for your country.

Use of a Representative (IMM 5476)

Who may use this form?

Fill out this form **only** if you:

- are appointing a representative;
- need to update contact information for your previously appointed representative; **or**
- are cancelling a representative's appointment.

If you have dependent children aged 18 years or older, they must fill out their own copy of this form if a representative is also conducting business on their behalf.

Who is a representative?

A **representative** is someone who:

- you have appointed by completing the IMM 5476 form;
- gives advice, consultation, or guidance to you at any stage of the application process; and
- has your consent to conduct business on your behalf with Immigration, Refugees and Citizenship Canada (IRCC) and the Canada Border Services Agency (CBSA).

You are not obliged to hire a representative. We treat everyone equally, whether they use the service of a representative or not.

For more information, see: [Use of a Representative](#).

Notify IRCC about any changes

You must use this [Web form](#) to tell us if any information changes regarding the person you authorized to represent you on your application.

Step 3. Pay the fees

Fees

 Important information: There are two types of fees:

- an application processing fee;
- a biometric fee.

Find out if you need to give biometrics.

Use the table below to calculate the total amount of fees to be paid (all fees are in Canadian dollars). The processing fees must be included with your application. If you or your family members are required to provide biometric information, the biometric fee should be paid at the same time and the same way as the processing fee in order to avoid delays in processing your application.

 **Note:** You may be required to pay fees in local currency.

Your fees

Application

\$CAN

Application	\$CAN
Visitor visa (including super visa) - per person Single or multiple entry temporary resident visa What's this?	\$100
Visitor visa – per family (1 fee per family of 5 or more people) Single or multiple entry temporary resident visa What's this? ; maximum fee for a family of 5 or more people applying at the same time and place	\$500
<u>Transit Visa</u>	No fee
Biometrics fees	\$CAN
Biometrics (per person)	\$85
Biometrics (per family) (2 or more people) Maximum fee for a family of 2 or more people applying at the same time and place	\$170

Fees are subject to change at any time.



Note: Make sure that you are eligible before you pay, **and** gather all the documents requested before you submit the application.

The fees will not be refunded, regardless of the final decision. For example, being found ineligible for a temporary resident visa is part of the processing; the fees will not be refunded. If you apply again, you will have to pay another processing fee and if applicable, another biometric fee.

Visa-exempt visitors applying for a super visa:

If you are a citizen of a country where you do not require a visa to visit Canada, you do not have to pay any processing fees. However you will have to satisfy all other requirements to obtain a super visa.

Find out if you need an [Electronic Travel Authorization \(eTA\)](#) or a visitor visa.

How to pay the fees for your application

To pay your fees for your application you'll need:

- a valid e-mail address;
- access to a printer (you'll need to print the receipt), **and**
- a credit card, Debit MasterCard® or Visa® Debit card.

Visit the link below and follow these instructions to pay:

- Go to [Online Payment](#).

- Follow the online instructions.
 - **At the end**, click on the button to print the IRCC official receipt with barcode. Print two copies.
- **Attach a copy** of this receipt to your completed application.
 - Keep the second copy of the receipt for your records.

 **Do not exit without printing the receipt! The printed receipt is your proof of payment!**

The only acceptable form of payment is online payment. If you send any other form of payment, IRCC will return your application.



Note

Incorrect fee payment

Incorrect fee payments may delay processing of your application.

Payment issue – No fee included

We will return your application.

Note: We will start processing your application after you return your application with the fees.

Payment issue – Not enough fees included

We will return your application and tell you of how much to pay.

Note: We will start processing your application once you return your application with the correct fees.

Payment issue – Overpayment

We will:

- start processing your application, and
- send you a refund.

Note: You do not have to ask for a refund, it will be done automatically.

Payment issue –Required biometric fee not included

We will:

- tell you the fee amount and how to pay it.

Note: We will continue processing of your application after you send the missing fees.

Step 4. Submit the application

Where do I apply?

You may send your application to a Visa Application Center (VAC) that serves your area or apply online.

If I need to give my biometric fingerprints and photo, where do I go?

Outside Canada and the U.S.: At one of Canada's Visa Application Centers (VAC) locations around the world.

In the United States: At one of many Application Support Centers across the U.S.


In Canada: As of December 3, 2019, you can go to a designated Service Canada location.

At the port of entry: Asylum claimants, and applicants for work and study permits who are eligible to apply at the port of entry.

Consult the list of biometric collection service points.



Note: If you need to give biometric fingerprints and photo, you do not need to include paper photos with your application.



If, for some reason, you can't provide your biometric information (photograph and/or fingerprints) or if you need more than the 30 days, please [contact us](#) and be prepared to provide a detailed explanation.

Submit the document checklist

Make sure you complete the *Document Checklist* [IMM 5484] and include it with your application forms and supporting documents.

What should I submit with my application?

Make sure you complete the *Document Checklist* and include it with your application forms. Make sure you include all the supporting documents listed on the *Document Checklist*.

If your family members are also applying for TRVs, you can include your whole family's applications in the same envelope.

If you are a permanent resident (PR) overseas, and have decided to renounce (relinquish) your permanent resident status, you must request and submit the application for PR renunciation [IMM 5782] in a separate envelope from your Temporary Resident application.

Temporary Resident applications may be submitted through a Visa Application Centre (VAC) or online, while the PR applications must be sent by mail separately to the visa office.

What happens next?

The application process

Submission

Completion check

Once you have submitted your application, we will check to make sure that:

- you have properly completed and submitted all of the required application forms;
- you have paid the application processing fee; **and**
- you have sent all requested supporting documentation.

If your application package is incomplete:

- **we will return it to you;**
- we will not create a file; **and**

- we will not keep a record until you have submitted a complete application.


Note: To avoid processing delays, pay your biometric fees at the same time as your application processing fees, using the same method of payment.

Processing

Review for decision

Your application will undergo a detailed review by an officer. The officer will consider all the information and documentation you have provided, and will assess it and will decide if an interview is necessary. If so, you will be informed of the interview date, time and place.

If your application is refused, any original documents, including your passport if submitted with your application, will be returned to you with an explanation of why your application was refused.

 **Note:** If we suspect that fraudulent documents were submitted, they will not be returned.

If your application is approved, any original documents, including your passport if submitted with your application, will be returned to you with the requested visa.

Visa-exempt visitors applying for a super visa

If your application is approved, your passport and documents will be returned to you with a letter of introduction.

Arrival in Canada

A valid Temporary Resident Visa is not a guarantee of entry into Canada. An officer at the port of entry will decide if you still meet the requirements for admission when you arrive.

If there has been a change in circumstances between the dates of your application for a visa and your arrival in Canada, or if subsequent information is given which was not originally available to the visa office, you may be refused entry.

When you arrive in Canada, the officer at the port of entry will determine whether you may enter Canada and how long you may stay. You must leave Canada on or before the date set by the officer or have your status extended by an officer in Canada. **The stamp placed in your passport by a Canadian official is generally valid for a period of six (6) months unless another duration is specified by the official.**

Parent and Grandparent super visa

If you applied for a super visa on or after June 22, 2023, your visitor status is valid for 5 years on each entry to Canada. See [How long you can stay in Canada](#) for more information.

You must leave Canada on or before the date set by the officer or apply to extend your stay before your status expires. It is your responsibility to maintain valid visitor status. If you enter Canada on or after June 22, 2023, and you have a stamp in your passport with no handwritten date, or if you have no stamp, you are allowed to stay for 5 years.

As a super visa holder, it is important to

- renew or maintain your health insurance while in Canada and on re-entry
- make sure your passport is valid while you're in Canada



Note: for applicants who provided their biometric information as part of their application, when you arrive at the Canadian port of entry, the officer will:

- check your travel documents and compare you to the photo taken at the time of your application, **and**
- may ask you to proceed to a secondary inspection line where your fingerprints will be compared with the fingerprints that were taken at the time of your visa application.

What you can do to help processing

There are certain things you can do to help make sure your application is processed as fast as possible:

- **submit all documents and information we have asked for** with your application
 - **pay** your application and biometric fees (if required)
 - provide your biometrics as soon as possible (if required)
 - tell us if your contact information changes, including:
 - mailing address;
 - telephone numbers;
 - facsimile number (fax);
 - e-mail address.
-

Things that delay processing

The following **may delay** processing:

- unclear photocopies of documents;
- verification of your information and documents;
- a medical condition that may need more tests or consultations;
- a criminal or security issue;
- consultation is needed with other offices in Canada or abroad.



For more information

Current processing times

You can check current processing times on the [Application processing times](#) webpage.

Checking application status

See [Check application status](#) to find information on how to view your current status.

If you can't view your current status, you may [Contact Us to learn about your current status](#). To obtain details on how to remove your application status information from the Internet, visit the "[Frequently Asked Questions](#)" (FAQ) section.

Protecting your information

Your personal information, including biometric fingerprints and photograph, if given:

- may be shared with other Canadian government institutions as well as foreign governments as permitted under the provisions of the *Privacy*

Act,

- will be available to Immigration, Refugees and Citizenship Canada (IRCC) and the Canada Border Services Agency (CBSA) employees who need to see it in order to provide the services to you, **and**
- will not be disclosed to anyone else except as permitted under the provisions of the *Privacy Act*.

You can find more information about the protection of your data by visiting the [Help Centre](#).



For more information:

Find out more about the protection of your [biometric](#) information.

Quality Assurance Program

Our quality assurance program randomly chooses applications for a special review. If chosen, we will ask you to attend an interview with an IRCC official to:

- verify that the documentation and any other information you submitted is accurate,
- verify that your application has been completed properly.



Note: We will notify you in writing if your application is chosen.

Online services

For more information about the programs offered by IRCC, visit [Immigration and Citizenship](#).

Need help?

If you need help, you can find answers to your questions by visiting the [Help Centre](#).

Income Table

Income Table 2024

Your child or grandchild may use the following income scale to assess their ability to meet the income requirements.

Low Income Cut-Off (LICO)

Size of Family Unit	Minimum necessary gross income
1 person (your child or grandchild)	\$29,380
2 persons	\$36,576
3 persons	\$44,966
4 persons	\$54,594
5 persons	\$61,920
6 persons	\$69,834
7 persons	\$77,750
More than 7 persons, for each additional person, add	\$7,916

Temporary Resident Visa application photograph specifications

Provide two photos meeting the requirement of the Visa application photograph specifications. On the back of two photos, write your name and date of birth.



Note: if you are required to provide biometric fingerprints and photo, you are not required to include paper photos with your application.

How-to video



Save Time: Send a Complete Application

Find out if you are eligible



Come to Canada

Date modified:

2025-05-16