



UCI:

Application No.

Dear

This refers to your application for a Canadian temporary resident visa, work permit, or study permit. The purpose of this letter is to inform you that you are required to have your fingerprints scanned and your photograph taken.

FOR USE AT BIOMETRIC COLLECTION FACILITIES:

Family Name:

Given Name:

Date of Birth (yyyy/mm/dd)

Gender:

Country of Birth:

Citizenship:

CIC No.:

**For Visa Application Centres (VAC)
or CIC Office use:**

CIC #

For US ASC use:



Note to applicants who hold multiple citizenships:

You must use the same travel document throughout the application process, including when you go to the Visa Application Centre (VAC) to give your biometrics.



This letter is also your proof that:

- you have paid the biometric fee **or**
- you have claimed an exemption from the biometric fee in your application under section 315.1 of the *Immigration and Refugee Protection Regulations*. If you are determined not to be exempt from the fee, CIC will contact you directly to tell you your fee payment options.

What you need to do next?

You need to visit a biometric collection service point, such as a Visa Application Centre (VAC), in person to have your fingerprints and photograph taken. If you are in the United States, you may go to the closest USCIS Application Support center (ASC) office of the address you provided on your application form.

You can find a complete **list of biometric collection service points as well as the hours of operation** on the website of Citizenship and Immigration Canada at:

<http://www.cic.gc.ca/english/visit/biometrics.asp>

If you receive a biometric instruction letter after your 80th birthday:

- If you are in the United States – take the letter to a USCIS Application Support Centre (ASC) and not a visa application centre;
- If you are outside the United States – contact a Canadian visa office to arrange an appointment to give your biometrics.

Note: Visa application centres cannot collect biometrics from individuals who are 80 years old or older.



Important Information

You must visit a biometric collection service point to have your fingerprints and photograph taken within thirty (30) days of the date of this letter, otherwise your application may be refused. Please contact your nearest Canadian visa office to advise us if you will be unable to provide your biometrics within the 30 day period as requested in this letter. Please note: Your 30 days expires on

If your application is refused, you will have to submit a new application and pay all the applicable fees.

Some injuries and medical conditions may affect your ability to provide your ten (10) fingerprints or photograph. If your injury or condition is temporary, you should wait until the injury heals or condition improves before appearing to have your fingerprints and photograph taken.

What you need to bring with you?

When you visit a biometric collection services point, **you must** bring the following:

- a **copy of this letter**,
- the **passport or travel document** that you used in your application

Why is CIC collecting my fingerprints and photograph?

This information will be used under the *Immigration and Refugee Protection Act* to determine if you may be admitted to Canada. Your fingerprints may also be shared with law enforcement agencies in Canada and may be used for the enforcement of any Canadian or provincial law. For more information on the collection, use, disclosure, and retention of your information, please visit:

<http://www.cic.gc.ca/english/department/atip/biometrics.asp>