

# Adult General Passport Application

for Canadians 16 years of age or over applying in Canada or from the USA

PROTECTED WHEN COMPLETED - B

**Warning:** Any false or misleading statement with respect to this application and any supporting document, including the concealment of any material fact, may result in the refusal to issue a passport, the revocation of a currently valid passport, or the refusal of passport services, and may be grounds for criminal prosecution. Your application will not be processed if you fail to complete all of the required sections of this form and/or refuse to consent to the exchange or disclosure of any personal information required for the delivery of passport services.

Type or print in CAPITAL LETTERS using black or dark blue ink.

<b>1 Personal Information (see Instructions, section H)</b>					
Surname (last name)					
Given name(s)					
Surname (last name) at birth			Former surname (last name)		
If passport requested in spousal surname (last name), enter			Year of marriage	Surname (last name) of spouse	
Date of birth Year Month Day		Place of birth City Country Prov./Terr./State (if applicable)			
Sex <input type="radio"/> Female <input type="radio"/> Male	Marital status	Eye colour	Current hair colour	Height (cm/in)	Weight (kg/lbs)
Current home address Number Street Apartment City Province/Territory/State Postal/ZIP code					
Mailing address (if different from current home address) Number Street Apartment City Province/Territory/State Postal/ZIP code					
Telephone (daytime)		Telephone (other)		Cell number or email address (optional)	
<b>Declaration</b> —I solemnly declare that I am a Canadian citizen, that the photos enclosed are unaltered and a true likeness of me, that all of the statements made and the information provided in this application, as well as any supporting documents, are true. I declare that I have read and understood the <b>Warning</b> at the top of this page and the Privacy Notice Statement (see section M). I consent to the collection, use and disclosure of my personal information by the Passport Program, Immigration, Refugees and Citizenship Canada, other federal government institutions, Government of Canada offices abroad and third party entities as outlined in the Privacy Notice Statement in the Instructions.			<b>Sign within border</b>  <b>Signature (see Instructions, section H)</b> Date Year Month Day Signed at City Province/Territory/State		

<b>2 Declaration of Guarantor (see Instructions, section I)</b> <b>Note:</b> You must complete and sign all <b>three (3)</b> pages of this application form before requesting that your guarantor complete and sign this section.					
Surname (last name) in passport			Given name(s)		
Date of birth Year Month Day		Canadian passport number	Date of issue Year Month Day		Date of expiry Year Month Day
Relationship to the applicant		Telephone (daytime)		Telephone (other)	
Current home address Number Street Apartment City Province/Territory/State Postal/ZIP code					
<b>Declaration</b> —I solemnly declare that I have known the applicant identified above personally for at least <b>two (2)</b> years. I have signed the back of <b>one (1)</b> photo to certify that the image is a true likeness of the applicant. If applicable, I have signed and dated a copy of each document to support the applicant's identity to confirm that I have seen the original(s). I declare that I have read and understood the <b>Warning</b> at the top of this page and the Privacy Notice Statement (see section M). I consent to the collection, use and disclosure of my personal information by the Passport Program, Immigration, Refugees and Citizenship Canada, other federal government institutions, Government of Canada offices abroad and third party entities as outlined in the Privacy Notice Statement in the Instructions.			I have known the applicant for  Number of years	<b>Signature of guarantor</b>  Date Year Month Day Signed at City Province/Territory/State	

Aussi accessible en français - PPTC 154

- Page 1 of 7



Government of Canada  
Gouvernement du Canada

Canada

3

**Previous Canadian Travel Document (see Instructions, section J)**

• Has a Canadian travel document (passport, certificate of identity or refugee travel document) been issued to you?

☐ No

☐ Yes (specify)

Number

Date of issue

Year

Month

Day

If the passport is still valid, include it with your application.

• Would you like the previous passport returned to you? If not, it will be securely destroyed by the Passport Program to protect your personal information.

☐ Yes, please return it to me.

**Note:** If a valid Canadian travel document has been lost, stolen, damaged or is inaccessible, complete form PPTC 203, Declaration concerning lost, stolen, inaccessible, damaged or found Canadian travel document, available online at [Canada.ca/passport](http://Canada.ca/passport).

**A Canadian travel document, once reported lost or stolen, is no longer valid.** There is an administrative fee for the replacement of a valid lost or stolen Canadian travel document (see section C).

4

**Proof of Canadian Citizenship (see Instructions, section L)**

**A** To be completed by **all applicants**. Did you acquire citizenship of another country before January 1, 1947?

☐ No

☐ Yes (specify)

☐ By birth

☐ By naturalization

Country

Effective date

Year

Month

Day

**B** To be completed if you were **born in Canada**. Provide **one (1)** of the documents listed below (original only):

☐ Birth certificate in Canada


Registration number

Date of issue

☐ Certificate of Canadian citizenship


Certificate number

Date of issue or Effective date of citizenship

**C** To be completed if you were **born outside of Canada**.

**1)** Provide **one (1)** of the documents listed below (original only):

☐ Certificate of Canadian citizenship

☐

Certificate of registration of birth abroad

(issued by the Registrar of Canadian Citizenship)

☐ Certificate of naturalization

☐

Certificate of retention of Canadian citizenship

(issued before February 15, 1977)



Certificate number

Date of issue or Effective date of citizenship

**2)** To be completed if you were **born outside of Canada between February 15, 1977 and April 16, 1981 inclusive**

(you do not need to complete this section if you are presenting a certificate of Canadian citizenship issued after January 1, 2007).

**a)** Are you a naturalized Canadian, i.e. did you receive Canadian citizenship following immigration to Canada?

☐ Yes ➔ Go to section 5

☐ No ➔ Continue to question b)

**b)** Was one of your parents born in Canada?

☐ Yes ➔ Go to section 5

☐ No ➔ Complete and submit form PPTC 001, Proof of Canadian Citizenship—Additional Information, available online at [Canada.ca/passport](http://Canada.ca/passport).

5

**Documents to Support Identity (see Instructions, section K)**

Provide the following information. Include signed and dated copies (both sides), or original documents.

**Note:** The documents provided in this section must **not** be the proof of Canadian citizenship provided in section 4.

Type of document	Document number	Date of expiry (if applicable) Year   Month   Day	Your name as it appears on the document
Type of document	Document number	Date of expiry (if applicable) Year   Month   Day	Your name as it appears on the document

Signature of applicant

Date

Year

Month

Day

<b>(6) Period of Validity (see Instructions, section C)</b>					
Choose <b>one (1)</b> of the following periods of validity: <input type="radio"/> <b>5-year</b> or <input type="radio"/> <b>10-year</b>					
<b>(7) Additional Personal Information</b>					
<b>Note:</b> If insufficient space, attach a separate signed and dated sheet.					
<b>A</b> Addresses in the last <b>two (2)</b> years <input type="radio"/> Same as current home address <input type="radio"/> Different from current home address (complete below)					
1.			From   Year      Month	To      Year      Month	
2.			From   Year      Month	To      Year      Month	
<b>B</b> Occupation in the last <b>two (2)</b> years (check all that apply): <input type="checkbox"/> I was employed (full- or part-time) <input type="checkbox"/> I was in school (full- or part-time) <input type="checkbox"/> other, e.g. homemaker, unemployed or retired					
Enter full details below for the last <b>two (2)</b> years:					
Employer, school or other	Address	Telephone (daytime)	Field of employment or studies	Date (from)	Date (to)
<b>C Mother's maiden name</b>			Provide your mother's surname (last name) at the time of her birth.		
<b>(8) References</b>					
Provide the following information for <b>two (2)</b> persons who are neither your relatives, nor your guarantor; are 18 years of age or over; and who have known you for at least <b>two (2)</b> years. They must agree to have their contact information provided as they may be contacted to confirm your identity. Visit <a href="http://Canada.ca/passport">Canada.ca/passport</a> for more information.					
1. Surname (last name)		Given name(s)		Relationship	
Address (Number, Street, Apartment, City, Province/Territory/State, Country, Postal/ZIP code)					
Telephone (daytime)	Telephone (other)	Cell number or email address (optional)		Has known me for Number of <b>years</b>	
2. Surname (last name)		Given name(s)		Relationship	
Address (Number, Street, Apartment, City, Province/Territory/State, Country, Postal/ZIP code)					
Telephone (daytime)	Telephone (other)	Cell number or email address (optional)		Has known me for Number of <b>years</b>	
<b>(9) Emergency Contact Information (optional)</b>					
<b>We recommend that you provide the name of someone who would not normally travel with you. This information is helpful if you have an accident or become ill while travelling.</b>					
Surname (last name)		Given name(s)			
Relationship to the applicant	Telephone (daytime)	Telephone (other)	Cell number		
Current home address					
Number      Street      Apartment      City				Province/Territory/State      Postal/ZIP code	
Signature of applicant				Date Year      Month      Day	

# Adult General Passport Application

## for Canadians 16 years of age or over applying in Canada or from the USA

### Instructions

<span style="border: 1px solid black; border-radius: 50%; padding: 2px 6px;">A</span> <b>Entitlement to a Canadian Passport</b>
<p><b>Important notice: We recommend that you not finalize your travel plans until you receive the requested passport.</b></p> <ul style="list-style-type: none"> <li>A Canadian passport is the only reliable and universally accepted travel and identification document for Canadians who travel abroad.</li> <li>Canadian passports are issued to Canadians only and reflect the applicant's identity, as determined by proof of citizenship and supporting documents.</li> <li>For Canadians under 16 years of age, use form PPTC 155, Child General Passport Application.</li> <li>Applicants who were previously issued a Canadian passport may be able to renew their passport using form PPTC 054, Adult Simplified Renewal Passport Application. To find out if you are eligible, visit <a href="http://Canada.ca/passport">Canada.ca/passport</a>.</li> </ul>

<span style="border: 1px solid black; border-radius: 50%; padding: 2px 6px;">B</span> <b>Requirements Checklist</b>
<ul style="list-style-type: none"> <li><input type="checkbox"/> All <b>three (3)</b> pages of the application form completed and signed within the last <b>twelve (12)</b> months and certified by the guarantor</li> <li><input type="checkbox"/> <b>Two (2)</b> identical and unaltered passport photos taken within the last <b>six (6)</b> months, <b>one (1)</b> certified by the guarantor</li> <li><input type="checkbox"/> Proof of Canadian citizenship (original only); the document will be returned to you</li> <li><input type="checkbox"/> Document(s) to support identity (original or copies); copies must be signed and dated by your guarantor</li> <li><input type="checkbox"/> Any valid Canadian travel document (passport, certificate of identity or refugee travel document) issued to you</li> <li><input type="checkbox"/> The fee</li> </ul> <p><b>Note:</b> All documents submitted throughout the passport application process that are in a language other than English or French must be translated by a certified translator. Additional documents or information may be requested in support of this application.</p>

<span style="border: 1px solid black; border-radius: 50%; padding: 2px 6px;">C</span> <b>Fee and Period of Validity</b>	
<p>Where the application is made in <b>Canada</b> and the passport is to be delivered in Canada:</p> <p style="text-align: center;"><b>5-year validity – CAN\$120*</b> <b>10-year validity – CAN\$160*</b></p>	<p>Where the application is made <b>from the USA**</b> or the passport is to be delivered to the USA**:</p> <p style="text-align: center;"><b>5-year validity – CAN\$190*</b> <b>10-year validity – CAN\$260*</b></p>
<p>*A CAN\$25 consular services fee is included in the above-mentioned fee.  **Includes Bermuda, American Samoa, the Midway Islands, Puerto Rico and the US Virgin Islands.  There is a separate, non-refundable CAN\$45 administrative fee for the replacement of a valid lost or stolen Canadian travel document.</p> <p><b>Methods of payment</b> (Canadian funds only):</p> <ul style="list-style-type: none"> <li>Debit card (Interac), Visa Debit, Virtual Visa Debit or other prepaid cards (Visa, MasterCard, American Express) only for in-person applications submitted by the cardholder. Prepaid debit cards are not accepted;</li> <li>Credit card and prepaid card (<b>embossed only</b>). If you are applying by mail, see section D; or</li> <li>Certified cheque or money order (postal or bank) in the exact amount, payable to the Receiver General for Canada.</li> </ul> <p><b>Important</b></p> <ul style="list-style-type: none"> <li>Every person who requests passport services must pay the applicable fee in the exact amount.</li> <li>Applicants who cancel their application or are refused a passport are not eligible for a refund of the passport service fee. Only the consular services fee of CAN\$25, applied only to adult applications, is refundable.</li> <li>The Passport Program, Immigration, Refugees and Citizenship Canada does not accept personal cheques or payment in cash for applications submitted in Canada.</li> <li>Administrative fees and applicable interest will be applied to all dishonoured payments.</li> <li>Fees are subject to change.</li> </ul>	

<span style="border: 1px solid black; border-radius: 50%; padding: 2px 6px;">D</span> <b>Credit Card Information</b>			
<p>If you are applying in person, <b>do not complete</b> this section. If you are applying by mail and paying by credit card, complete and submit this section with your application.</p>			
<p>Card type:    <input type="radio"/> Visa    <input type="radio"/> MasterCard    <input type="radio"/> American Express</p>			
Name as it appears on card	Card number	Date of expiry Month    Year	
Name of applicant	<div style="background-color: #cccccc; padding: 5px; display: flex; justify-content: space-between;"> <span>For official use only</span> <div style="border: 1px solid black; width: 150px; height: 20px;"></div> </div>		
<b>Authorization</b> —I authorize the Passport Program to charge CAN\$ <span style="border: 1px solid black; display: inline-block; width: 80px; height: 15px;"></span> to my credit card.	Signature of cardholder	Date Year    Month    Day	

**(E)****Applying in Person****Canadians can submit an application in Canada at:**

- a Passport Program regional office;
- a participating Canada Post office; or
- a participating Service Canada Centre.

**For Canadians submitting an application from the USA:**

If you require a passport in exceptional circumstances, contact the nearest Government of Canada office. You can find a list of Government of Canada offices in the USA online at [travel.gc.ca](http://travel.gc.ca) or in your local telephone directory.

For information on service locations, service standards and requirements for expedited services, visit [Canada.ca/passport](http://Canada.ca/passport).

**(F)****Applying by Mail**

Mailed-in applications are processed in Canada.

**By mail**

Passport Program  
Gatineau QC K1A 0G3  
Canada

**By courier**

Passport Program  
22 de Varennes Street  
Gatineau QC J8T 8R1  
Canada

The original documents that you enclose with your application are valuable. We recommend that you use a courier or mail service that allows you to track your package.

**(G)****Contact Information**

- General information is available 24 hours a day, 7 days a week. Agents are available Monday to Friday from 7:30 a.m. to 8:00 p.m. (Eastern Time) in Canada.
- The application forms in large print and the passport application instruction booklet in Braille are available upon request only. For more information or to order these formats, contact the Passport Program.

**Information on passports, fees and processing times**

[Canada.ca/passport](http://Canada.ca/passport)

Toll-free: 1-800-567-6868

Outside the continental USA: 1-819-997-8338

TTY (for people who are Deaf or hard of hearing) Toll-free: 1-866-255-7655

**Travel reports, warnings and requirements**

[travel.gc.ca](http://travel.gc.ca)

**(H)****Personal Information****Surname and given name(s) to appear in passport**

Write the name to appear in the passport. If you are requesting a passport in a name that is different from the name that appears on the proof of citizenship, please note the following:

- For a change of surname resulting from a relationship, you must provide a marriage or common-law relationship certificate, or a document demonstrating termination of the relationship.
- For a legal change of name, you must provide a birth certificate or citizenship certificate issued in the new name.

Additional documentation will be required to verify your identity as well as the name to appear in the passport (see section K).

**Note:** If you are anticipating a change of name in the near future, you must submit a new complete general passport application including fees.

**Surname (last name) at birth and former surname (last name)**

Complete if different from the surname (last name) to appear in the passport (for the Passport Program, Immigration, Refugees and Citizenship Canada information only; it will not appear in the passport).

**Date of birth**

If your proof of citizenship does not show a complete date of birth, the specific **year**, **month** and **day** of your birth will be entered as shown on your supporting identification. Provide original supporting identification showing that date of birth or copies signed and dated by your guarantor.

**Place of birth**

Your place of birth must be provided on the application form. If you do not wish the place of birth to appear in the passport, complete and submit form PPTC 077, Request for a Canadian passport without place of birth, available online at [Canada.ca/passport](http://Canada.ca/passport).

**Signature**

You **must** sign your usual signature on all **three (3)** pages.



Inner Limits



**I****Declaration of Guarantor**

A guarantor is a person other than yourself who confirms your identity. A family member or a person who resides at the same address as the applicant may be the guarantor provided that this individual meets the specified requirements.

**The guarantor must:**

- be a Canadian citizen 18 years of age or over;
- hold a **5-year** or a **10-year** Canadian passport that is valid or has expired within **twelve (12)** months of the date the Passport Program receives this application;
- have been 16 years of age or over when the application was submitted for the passport identified in section 2 of this application form;
- have known you (the applicant) personally for at least **two (2)** years. To know you personally to confirm aspects of your personal attributes;
- know you well enough to be confident that the statements you have made on the application form are true;
- provide the requested information contained in the passport issued in his or her name by completing by hand the declaration of guarantor section of the application form;
- be accessible to the Passport Program for verification;
- A Canadian passport holder guarantor does not need to reside in the same country as the applicant.

The guarantor must perform the following **three (3)** tasks **free of charge**:

1. Complete and sign the Declaration of Guarantor (section 2). Ensure you have completed and signed all **three (3)** pages of the application before submitting it to your guarantor.
2. Write "I certify this to be a true likeness of (your name)" on the back of **one (1)** of your photos and sign it.
3. If applicable, sign and date a copy of each document to support your identity (see section K).

The Passport Program reserves the right to request a new guarantor.

The applicant must not assist the guarantor in performing his or her duties. If your guarantor requires assistance, contact the Passport Program.

If you have **not known** an eligible guarantor for at least **two (2)** years, complete form PPTC 132, Statutory Declaration in Lieu of Guarantor, available at any Passport Program regional office in Canada or any Government of Canada office in the USA.

The form must be completed at your expense before a person who is authorized by law to administer an oath or solemn affirmation.

**This may delay the processing time of the passport.**

**J****Previous Canadian Travel Document**

- Enclose any valid Canadian travel document (passport, certificate of identity or refugee travel document) issued to you. If the passport is valid for more than **twelve (12)** months from the date the application is submitted, provide a written explanation as to why you are applying at this time. Should the Passport Program, Immigration, Refugees and Citizenship Canada not be satisfied that you have a valid reason for applying early, your application for a new passport may be refused.
- A person's name may appear in only **one (1)** valid Canadian travel document.

**Note:** If a valid Canadian travel document has been lost, stolen, damaged or is inaccessible, complete form PPTC 203, Declaration concerning lost, stolen, inaccessible, damaged or found Canadian travel document, available online at [Canada.ca/passport](http://Canada.ca/passport). **A Canadian travel document, once reported lost or stolen, is no longer valid.** If found, it must not be used for travel and must be returned immediately to the Passport Program or if abroad to the nearest Government of Canada office. There is an administrative fee for the replacement of a valid lost or stolen Canadian travel document (see section C).

**K****Documents to Support Identity**

- Documentation provided to support the identity in the passport must include your name, sex, date of birth, signature and photo. **One (1)** or more documents, when combined, may be used to fulfill the **five (5)** criteria stated above.
- All documents submitted to support your identity must be valid and must be issued by a federal, provincial or territorial authority (or local equivalent abroad).
- If you are submitting a previous passport that was issued to you when you were under 16 years of age, you must also submit a valid additional identification document that must contain a signature if the previous passport does not contain a signature.
- Copies are acceptable provided your guarantor has signed and dated a copy of each document (both sides) confirming that the original document has been seen. If you are submitting original documents, they will be returned to you.
- If you are submitting copies and are using form PPTC 132, Statutory Declaration in Lieu of Guarantor, the same official who signs the Declaration must also sign and date the copies of the original document (both sides) to indicate that the original document has been seen.

**L**

## Proof of Canadian Citizenship

Provide **one (1)** of the documents indicated in section 4 on the application form (original only). It will be returned to you. Additional information may be requested to confirm your citizenship.

If you are a woman who, before 1947, married a man who was not a British subject, contact the Passport Program.

### Certificate of birth in Canada

Only official birth documents issued by the vital statistics office for the applicant's province or territory of birth in Canada are accepted. Certain exceptions may apply. More information is available online at [Canada.ca/passport](http://Canada.ca/passport).

### Certificate of Canadian citizenship

Commemorative documents of citizenship are **not** accepted. If you require a certificate of Canadian citizenship, contact:

### Immigration, Refugees and Citizenship Canada



Website ..... [cic.gc.ca](http://cic.gc.ca)



Toll-free in Canada ..... 1-888-242-2100



TTY in Canada (for people who are Deaf or hard of hearing) ..... 1-888-576-8502, 8:00 a.m. to 4:00 p.m. (Eastern Time)

**M**

## Privacy Notice Statement

All personal information provided on this application form is collected by the Passport Program, Immigration, Refugees and Citizenship Canada (IRCC) for the purpose of determining entitlement of the applicant to a Canadian passport and to provide information to the Consular Operations Bureau of Global Affairs Canada in the event that the passport holder requires assistance while travelling abroad. In the performance of those services, the personal information is collected, used and disclosed under the authority of the *Canadian Passport Order* and in accordance with the *Privacy Act* and any other federal laws, regulations and policies applicable to the protection of personal information, as described in Personal Information Bank PPTC PPD 102 (Regular and Official Travel Passports). In the context of the delivery of passport services, IRCC and other federal government institutions or Government of Canada offices abroad assisting in the delivery of passport services may exchange personal information. In addition, in determining current and ongoing entitlement and to maintain the integrity of the Passport Program, all personal information collected is subject to verification and security queries to authenticate identity and citizenship, as well as to identify the existence of grounds for refusal to issue a passport, the revocation of a currently valid passport or the refusal of passport services. In the same context, the guarantor's personal information is also subject to verification and security queries to determine whether the individual meets the guarantor requirements. Personal information may be disclosed to third party entities, such as law enforcement authorities and identity document issuing institutions, for verification and security queries required in the delivery of passport services. Personal information may also be disclosed by third party entities to IRCC or other federal government institutions or Government of Canada offices abroad for those same purposes. To strengthen the security of the Canadian passport, IRCC uses facial recognition technology. Also, an electronic chip is inserted into the booklet. The chip contains, in electronic format, the photo of the bearer and the personal information found on page 2 of the booklet. IRCC may contact the applicant or passport holder to solicit feedback about passport services.

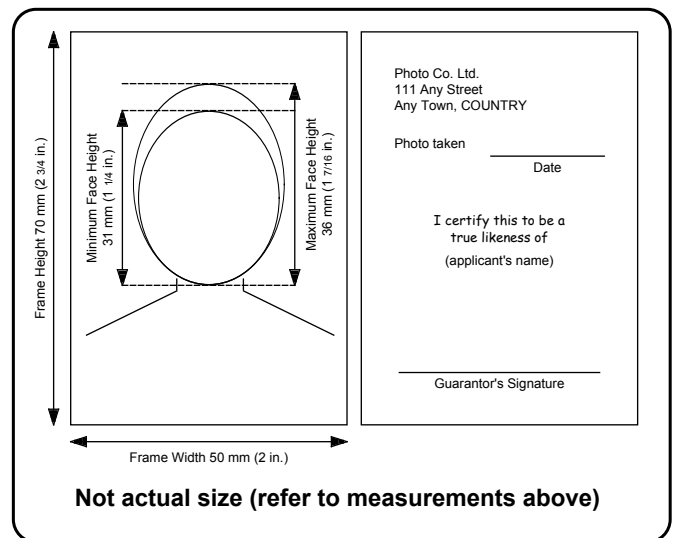
**N**

## Canadian Passport Photo Instructions

You must submit **two (2)** identical and unaltered photo prints with each passport application. Electronic photos are not acceptable.

### The photos must:

- be taken in person by a commercial photographer;
- be professionally printed on plain, high quality photographic paper (photos printed at home are not acceptable);
- be clear, sharp and in focus; in colour or black and white;
- show a neutral facial expression (**no smiling, mouth closed**) and looking straight at the camera, with **eyes open and clearly visible**;
- have uniform lighting—no shadows, glare or flash reflections;
- show a full front view of the face and top of the shoulders squared to the camera (face and shoulders centered in the photo, head not tilted or turned);
- reflect natural skin tone and be taken against a plain white or light-coloured background with enough contrast between the background, facial features and clothing, so that your features appear clearly against the background;
- be originals that **have not been altered in any way** and not taken from an existing photo;
- be taken within the last **six (6)** months from the date the application is submitted and reflect your current appearance.



### The following must appear on the back of one photo

- The name and complete address of the photo studio (not a P.O. Box) and the date the photo was taken. The photographer may use a stamp or handwrite this information (stick-on labels are not acceptable).
- The **guarantor's** signature.

### Additional information

- Prescription glasses may be worn in photos as long as there is no glare and the eyes are clearly visible.
- The red-eye effect, tinted glasses and sunglasses make the photos unacceptable.
- Hats and head coverings must not be worn, except for religious beliefs or medical reasons. The head covering and hair must not cast shadows on the face and the full face must be clearly visible.

More information is available at [Canada.ca/passport](http://Canada.ca/passport).