



# DOCUMENT CHECKLIST

## FOR A TEMPORARY RESIDENT VISA

This document checklist is one of the forms that you need to submit with your application.

If your documents are in a language other than English or French, check with the responsible visa office for your region to determine whether they need to be translated.

If any of the required documents listed below are missing, your application may be returned.

Put an "X" in the box when you have enclosed the item

**I have enclosed the following items:**

- Completed *Application for a Temporary Resident Visa made Outside of Canada* (IMM 5257) \_\_\_\_\_
- Note:** If this application form is completed electronically, place the barcode page (page 5 of 5) on the top of each individual application package.
- Completed *Family Information* (IMM 5645), if applicable \_\_\_\_\_
- Note:** Complete this form **only** if it is required by the responsible visa office for your region.
- Completed *Application for Temporary Resident Visa made Outside of Canada* (IMM 5257 - Schedule 1), if applicable \_\_\_\_\_
- *Statutory Declaration of Common-law Union* (IMM 5409), if applicable \_\_\_\_\_
- *Use of a Representative* (IMM 5476), if applicable \_\_\_\_\_
- Fee payment in an acceptable format. Verify acceptable methods of payment with the visa office responsible for your area \_\_\_\_\_
- Note:** Visa offices do not accept payment receipts from Canadian banks.
- Valid passport (there must be one completely blank page other than the last page, available in each passport) \_\_\_\_\_
- **Two photos** meeting the requirements of *Appendix A - Photo Specifications*. On the back of the two photos, write your name and date of birth \_\_\_\_\_
- Photocopy of your current immigration document, if applicable \_\_\_\_\_   
(e.g. study permit, work permit or temporary resident permit)
- Proof of financial support \_\_\_\_\_
- **Photocopy** of your valid return ticket and/or travel itinerary, if applicable \_\_\_\_\_
- Any additional documents required by the responsible visa office \_\_\_\_\_

**REQUIRED DOCUMENTS FOR PARENTS AND GRANDPARENTS SUPER VISA**

- A Letter of invitation from your child or grandchild residing in Canada \_\_\_\_\_
- One of the following documents to prove that your child or grandchild meets the Low Income Cut-Off (LICO) minimum \_\_\_\_\_ 
  - Most recent copy of the *Notice of Assessment* or Option C printout,
  - Most recent copy of the T4 or T1,
  - Original letter from employer stating title, job description and salary,
  - Employment insurance pay stubs,
  - If self-employed, a letter from an accountant confirming their annual income,
  - Proof of other sources of income (pension statement, investments, etc.)
- Note:** Your child or grandchild may obtain an Option C printout free of charge by contacting the Canadian Revenue Agency (CRA) at 1-800-959-8281.
- Proof of parental relationship to your child or grandchild (copy of birth certificate, baptismal certificate or other official document naming you as parent) \_\_\_\_\_
- Proof of medical insurance coverage for one year with a Canadian insurance company (copy of the insurance certificate or policy) \_\_\_\_\_