



IMMIGRATION Canada

Family Class

**Sponsorship of
parents, grandparents,
adopted children and
other relatives**

**Visa Office Specific
Instructions
Taipei**



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Ce guide est également
disponible en français

Appendix A

Checklist

Assemble all your documents as listed. Check (☑) each applicable item on the checklist and attach the checklist to your documents (a paper clip will do). Send photocopies of all documents, **unless instructed otherwise**. The *Engagement*, if you intend to live in the province of Québec, and the police certificates, must be **originals**. If your documents are not in English or French, send a notarized (certified) translation with a copy of the originals.

<p>1. IMMIGRANT FORMS</p> <p>Ensure that all questions have been answered and forms are signed where applicable.</p> <p>Application for Permanent Residence. - This form is completed by you, the principal applicant. (See box 7 of this checklist for information on photos.) <input type="checkbox"/></p> <p>Schedule 1. - You and each of your family members 18 years of age or over must complete their own copy of the form Schedule 1 - Background/Declaration. <input type="checkbox"/></p> <p>Additional Family Information. - You and each of your family members 18 years of age or over must complete their own copy of this form. <input type="checkbox"/></p> <p>Use of a Representative. - If you want us to deal with a representative on your behalf, be sure you have completed and signed the <i>Use of a Representative</i> form (IMM 5476) allowing us to release information. <input type="checkbox"/></p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>ADDRESS IN CHINESE CHARACTERS: Residents of Taiwan must provide their residential address in Chinese characters to ensure effective communication with the visa office.</p> </div>	<input type="checkbox"/>
<p>2. IDENTITY AND CIVIL STATUS DOCUMENTS</p> <p>a) Provide a certified true copy of your household register. If this document is not available to you, provide birth certificates, baptismal certificates or other official documents confirming relationship for you and each of your family members.</p> <p>b) If a household register is not available to you and you are married, you must include a marriage certificate. If you are now divorced, you must include final divorce certificates; if separated, a separation certificate. If your former spouse or common-law partner is deceased, you must include your spouse's or partner's death certificate. If your marriage was annulled, include a copy of the annulment. If you are in a common-law or conjugal relationship, provide proof of that relationship.</p> <p>c) Photocopy of Citizenship Certificate, Permanent Resident Card or Immigrant Visa for any family members who are Canadian citizens or permanent residents of Canada.</p>	<input type="checkbox"/>
<p>3. CHILDREN'S INFORMATION (if applicable)</p> <p>a) If a household register is not available to you, birth certificates for children (which name their parents);</p> <p>b) Adoption papers for adopted dependent children;</p> <p>c) If you are divorced or separated and intend to bring your children to Canada, you must include proof that you have custody of the children under the age of 18 and proof that the children may be removed from the jurisdiction of the court;</p> <p>d) If the children will not accompany you to Canada, proof that you have fulfilled any obligation stated in custody agreements;</p> <p>e) If your children are aged 22 or over and you intend to have them accompany you, you must submit for these children proof of full financial support by a parent since before age 22 and proof of</p> <ul style="list-style-type: none"> • continuous full-time studies (such as letters from their educational institution, school certificates, diplomas, degrees, transcripts, marks cards), or • medical history if they are unable to provide for themselves due to a medical condition. 	<input type="checkbox"/>

4.	TRAVEL DOCUMENTS AND PASSPORTS	<input type="checkbox"/>
Passports or travel documents for you, your spouse or common-law partner and dependent children. Include only copies of pages showing the passport number, date of issue and expiration, your photo, name, surname (family name), date and place of birth. If you reside in a country different from your nationality, include a copy of your visa for the country in which you currently reside. Please note that all prospective immigrants must hold a valid regular passport; diplomatic, official or public affairs passports are not valid for an application for permanent residence in Canada.		
5.	PROOF OF RELATIONSHIP IN CANADA	<input type="checkbox"/>
a) Copy of your sponsor's household register, birth certificate or any other document that proves your relationship to your sponsor; b) Copy of your sponsor's citizenship card, Permanent Resident Card and/or <i>Immigrant Visa</i> .		
6.	POLICE CERTIFICATES AND CLEARANCES	<input type="checkbox"/>
Original police certificates of good conduct or clearances, from each country/state/territory in which you and everyone in your family aged 18 years or over have lived for six months or longer since reaching the age of 18. Please consult our Web site at: www.cic.gc.ca/english/information/security/police-cert/index.asp for specific and up-to-date information on how to obtain police certificates from any country.		
7.	PHOTO REQUIREMENTS	<input type="checkbox"/>
Supply four (4) recent photos for each member of your family and yourself. Follow the instructions in your guide (see Photos in section on completing the Application for Permanent Residence in Canada) and in Appendix B: Photo Specifications .		

Mailing your application

Place all your documents and this checklist in a sealed envelope and

- mail them or
- deliver them in person, between 09:00 and 11:00 or 14:00 and 16:00 hours, from Monday to Friday, to:

Visa Section
Canadian Trade Office
2Fl, 369 Fu Hsing North Road
Taipei 105
Taiwan

IMPORTANT NOTE: An application with incomplete information and/or supporting documents may be refused or returned. Complete applications will be processed according to our current service standards and in some cases, the interview requirement may be waived. You **MUST** notify this office promptly of any change in your sponsor's address, contact number, marital status, family configuration, or employment or education status.

Appendix B

Photo Specifications

Notes to the applicant

TAKE THIS WITH YOU TO THE PHOTOGRAPHER

- Immigration photos are **not** the same as passport photos.
- Make sure that you provide the correct number of photos specified in this guide.

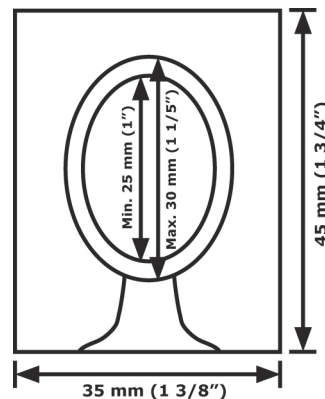
Notes to the photographer

The photos must:

- show a full front view of the person's head and shoulders showing full face centered in the middle of the photograph;
- have a **plain white background**;
- be identical (black and white or colour) produced from the same untouched negative, or exposed simultaneously by a split-image or multi-lens camera.

The photos must:

- measure between 25 mm and 30 mm (1" and 1 1/5") from chin to crown;
- have a 35 mm x 45 mm (1 3/8" x 1 3/4") finished size.



Appendix C

Medical Instructions

Instructions for the medical examination are not issued with this application kit.