



IMMIGRATION Canada

Family Class

Sponsorship of a spouse, common-law partner, conjugal partner or dependent child living outside Canada

Part 3: Country Specific Instructions

**Argentina, Belize, Bolivia, Brazil,
Chile, Colombia, Costa Rica,
Ecuador, El Salvador, Guatemala,
Honduras, Mexico, Nicaragua,
Panama, Paraguay, Peru, Uruguay
and Venezuela**



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This application is made available free by
Citizenship and Immigration Canada and
is not to be sold to applicants.

**Cette trousse est également
disponible en français**

Appendix A

Document Checklist - Immigrant

Send the following documents with your application and check (☑) each box when they are enclosed.

- Send originals of the police certificates and forms listed in items 1 to 7 below.
- Send photocopies only of all other documents, unless instructed otherwise.
- If your documents are not in English or French, include an accurate translation with a copy of the originals. Failure to do so could result in substantial processing delays.

Answer all questions using the approved format. Only if you need extra space use a separate page or a copy of the same page crossing out other sections. This will facilitate the review of your case. You must sign the forms where applicable. When completed, send them to your sponsor with all supporting documentation.

If there is a conflict between this guide and any other versions or publications, this document and its instructions take precedence and are to be followed.

IMPORTANT NOTICE: Misrepresentation Will Result in Your Application Being Refused

If you or someone acting on your behalf directly or indirectly submits false documents or misrepresents facts relating to your application for a permanent resident visa:

- your application will be refused;
- the circumstances of your refusal will be entered into Canada's global immigration database; and
- you and your dependent(s) could become inadmissible to Canada for 2 years under section 40 (2) of the *Immigration and Refugee Protection Act*.

IMMIGRATION FORMS		
Ensure that all questions have been answered and forms are signed. When completed, send them to your sponsor with all supporting documentation.		
1.	Generic Application Form for Canada (IMM 0008) - This form is completed by you, the principal applicant.	<input type="checkbox"/>
2.	Additional Dependants/Declaration (IMM 0008DEP) - This form is completed by you, the principal applicant, if you have more than five (5) family members.	<input type="checkbox"/>
3.	Schedule A - Background/Declaration (IMM 5669) - You and each of your family members 18 years of age or older must complete their own copy of this form.	<input type="checkbox"/>
4.	Additional Family Information (IMM 5406) - You and each of your family members must complete their own copy of this form. Note: Provide complete addresses. Your present address is the residential address where you and or your dependent(s) are now physically living. If you do not provide an accurate residential address, it could result in the refusal of your application for misrepresentation.	<input type="checkbox"/>
5.	Spouse/Partner Questionnaire (IMM 5490) - If your sponsor is your spouse, common-law partner or conjugal partner, complete the questionnaire.	<input type="checkbox"/>
6.	Sponsor Questionnaire (IMM 5540) - If your sponsor is your spouse, common-law partner, or conjugal partner, your sponsor must complete this questionnaire.	<input type="checkbox"/>

<p>7. Use of a Representative (IMM 5476) - If you want us to communicate with a representative on your behalf, complete and sign the form.</p> <p>If at any point during the processing of your application, you decide to cancel your representative, you must complete and sign the same form and send it to the Visa Office including your file number.</p> <p>Note: If you designate a representative, and indicate their address as your mailing address, we will communicate only with that person or firm for as long as the authorization is in effect.</p>	<input type="checkbox"/>
<p>8. Declaration from Non-Accompanying Parent/Guardian for Minors Immigrating to Canada (IMM 5604) - This form is to be completed by:</p> <ul style="list-style-type: none"> • non-accompanying parents/guardians, • former spouses, or • former common-law partners <p>who consent to the removal of their child from their country of residence and for the child to immigrate to Canada with the other parent.</p>	<input type="checkbox"/>
<p>9. IDENTITY AND CIVIL STATUS DOCUMENTS</p> <p>For issuing authorities in Belize, Colombia, Costa Rica, Ecuador, El Salvador, Guatemala, Honduras, Mexico, Nicaragua and Panama, see table at the end of this appendix.</p> <p>Provide photocopies of the following document confirming the relationship between you and each of your family members:</p> <ul style="list-style-type: none"> • Birth certificates and/or baptismal certificates. • Marriage certificates, if applicable. (If you were married in Chile, submit a copy of computer printed marriage certificate issued by the civil registry). • Divorce certificates. If you are now divorced, copy of final divorce certificates; if separated, a separation certificate. • Death certificates if your or your sponsor's former spouse or common-law partner are deceased. • Marriage annulment certificate, if your marriage was annulled. • Citizenship Certificate, Permanent Resident Card or Immigrant Visa for any family members who are Canadian citizens or permanent residents of Canada. • Evidence of common-law relationship, if you and your sponsor have been in a common-law relationship. <p>Foreigners residing in Brazil must also include a copy of their <i>Registro nacional para estrangeiros</i> (RNE).</p> <p>Nationals of Peru - EXEQUATOR - must provide an original copy of :</p> <ul style="list-style-type: none"> • birth certificates (provided by municipalities) for themselves and each family member, • bachelor certificate (provided at municipality of the person's district of residence), • marriage (original copy of municipality), • final divorce, annulment or separation certificates for themselves and their spouse or common-law partner; • death certificate of former spouse or common-law partner. 	<input type="checkbox"/>

Nationals of Chile: You, and your dependants who are 18 years of age or older, should apply in person at the local civil registry office in Chile for the following two documents:

- a *Certificado de Antecedentes para Fines Especiales*, and
- an original "*Hoja de vida del Conductor*", even if you or your dependants have never been issued a driver's licence.

If you, or your dependants who are 18 years of age or over, served in the military, please provide, on a separate piece of paper, detailed information on:

- dates of service
- rank
- unit
- responsibilities
- location of service

10. CHILDREN'S INFORMATION



If ...	Then you must include ...
your children are adopted,	adoption papers.
the adoption was done according to customary law and not through the courts,	evidence of the adoption ceremony such as photographs.
you are divorced or separated,	<ul style="list-style-type: none"> • proof that you have custody of the children, • proof that you have fulfilled all obligations in custody agreements, and • that the children are free to move to Canada.
you are a resident of Guatemala,	<ul style="list-style-type: none"> • a notarized sworn declaration from the other parent authorizing the child to travel to Canada as a permanent resident, and • a document of identity of the father/mother who signed the declaration and whose signature appears on the document of identity.
your children are aged 19 or over and you intend to have them accompany you,	<ul style="list-style-type: none"> • You must submit proof if the child is 19 years of age or older and depends substantially on the financial support of the parent since before the age of 19 and is unable to be financially self-supporting due to a physical or mental condition.

<p>11. TRAVEL DOCUMENTS AND PASSPORTS <input type="checkbox"/></p> <p>Passports or travel documents for you, your spouse or common-law partner and dependent children. Include only copies of pages showing the:</p> <ul style="list-style-type: none"> • passport number, • date of issue and expiration, • your photo, name, surname (family name), • date and place of birth. <p>If you reside in a country different from your nationality, include a copy of your visa for the country in which you currently reside. If your sponsor is Canadian citizen and is residing with you in your country of residence, copy of the valid migratory document granted to your sponsor.</p> <p>Note: 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.</p>
<p>12. NON-ACCOMPANYING FAMILY MEMBERS DECLARATION <input type="checkbox"/></p> <p>If you have family members who do not intend to emigrate to Canada with you, you must submit a notarized statutory declaration with your application which:</p> <ul style="list-style-type: none"> • identifies these family members and their relationship to you; • states your intention to proceed to Canada without them; and • indicates whether or not you wish these persons to retain eligibility to be sponsored by you once you have settled in Canada. <p>Note: Non-accompanying family members are still required to successfully meet immigration medical and security standards at the same time as you. They will retain eligibility to be sponsored by you as a member of the Family Class once you have settled in Canada for as long as they are your:</p> <ul style="list-style-type: none"> • spouse, • common-law partner, or • dependent children <p>as defined in the <i>Immigration and Refugee Protection Act and Regulations</i>.</p> <p>If you have non-accompanying family members who are either a spouse from whom you are legally separated or your children who are not in your legal custody, it is not necessary for them to be examined. However, if they are not examined at the time of your application, you will not be able to sponsor them at any time in the future.</p>

13.	<p>PROOF OF RELATIONSHIP TO SPONSOR</p> <p>If you are being sponsored by your spouse, common-law partner or conjugal partner, you must send evidence of the relationship between you and your sponsor such as:</p> <ul style="list-style-type: none"> • wedding/engagement photos and/or photos of outings; • letters between you and your sponsor (including postmarked envelopes); • printed e-mails, chat records or telephone bills; • proof of your sponsor's visits such as airline ticket coupons, used boarding passes, complete photocopy of all pages of your sponsor's passport; • proof of financial support from your sponsor; and • any other documents that you feel would demonstrate your relationship to your sponsor. <p>If you are being sponsored by your parent, you must include evidence of the relationship between you and your sponsor such as:</p> <ul style="list-style-type: none"> • photos showing you and your sponsor together over time; • letters between you and your sponsor (including postmarked envelopes); • printed e-mails, chat records or telephone bills; • proof of your sponsor's visits such as airline ticket coupons, used boarding passes, complete photocopy of all pages of your sponsor's passport; • proof of financial support from your sponsor; and • any other documents that you feel would demonstrate you're the genuine nature of your relationship to your sponsor <p>Photos must be loose. Do not send them in binders, albums, frames or other such containers. Do not send video discs or video cassettes. Do not send musical greeting cards or other similar documents containing electronic or mechanical devices.</p> <p>Note: The sponsor and the applicant who are common law or conjugal partners must provide historical evidence of their ongoing relationship. If they are in a relationship of two years or less and have no children together, the applicant will receive conditional permanent resident status, if the application is approved.</p>	<input type="checkbox"/>
14.	<p>POLICE CERTIFICATES AND CLEARANCES</p> <p>You must submit original police certificates of good conduct or clearances from each country in which you and each of your family members aged 18 years or over have resided six continuous months or more since reaching 18 years of age. You must attach the original police certificate(s) to the application. If the original certificate is neither in English nor in French, submit both, the certificate and the original copy of a translation prepared by an accredited translator.</p> <p>However, if you have lived in Canada, at this time you are only required to indicate it on the <i>Schedule 1 Background/Declaration Form</i> (IMM 0008). You will be notified by the visa office during the processing of your application if you are required to submit a police certificate from Canada.</p> <p>Please consult our website 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.</p>	<input type="checkbox"/>
15.	<p>PROOF OF MEDICAL EXAMINATION</p> <p>Include for yourself and each of your family members, proof of completion of the upfront medical examination from the Panel Physician.</p>	<input type="checkbox"/>
16.	<p>PHOTOS</p> <p>Supply eight (8) recent photos for each member of your family and yourself. Follow the instructions in Appendix B: Photo Specifications.</p>	<input type="checkbox"/>

Place all of your documents in an envelope and send them to your sponsor.

Issuing authorities in Belize, Colombia, Costa Rica, Ecuador, El Salvador, Guatemala, Honduras, Mexico, Nicaragua and Panama

Explanation of the documents and the proper issuing authorities, by country.

Birth and marriage certificates must be **Government-certified true copies** (copies certified as authentic by the issuing governmental authority, signed and sealed).

COUNTRY	DOCUMENTS ISSUED BY
BELIZE	Marriage certificate, issued by the Registrar General of Belize Birth certificate, issued by Registrar General of Belize.
COLOMBIA	Copies of all required civil document notarised by Notaria where the documents were registered.
COSTA RICA	Marriage certificate, issued by the Registro Civil.
ECUADOR	Copies of all required civil document notarised by the "Dirección General de Registro Civil, Identificación y Cedulación".
EL SALVADOR	Marriage certificate, issued by the Alcaldía Municipal (Registro Civil).
GUATEMALA	Marriage certificate, issued by the Registro Civil or the Alcaldía Municipal.
HONDURAS	Marriage certificate, issued by the Registro Nacional de las Personas (División del Registro Civil).
MEXICO	Birth certificate, Marriage certificate, Divorce certificate issued by the Registro Civil and Divorce Court Order issued by the Family Judge. Separation Certificates are not issued in Mexico.
NICARAGUA	Birth certificate, issued by the Registro Central Marriage certificate, issued by the Registro Central.
PANAMA	Marriage certificate, issued by the Dirección General del Registro Civil (Tribunal Electoral).

Supplement to Schedule 1 - Background / Declaration

To be completed by the principal applicant and each of their family members aged 18 years or older.

Have you previously been married or in a common-law relationship?

☐ NO ☐ YES

If yes, give the following details for each previous spouse or partner. If you do not have enough space, provide details on a separate sheet of paper.

Name of previous spouse or partner _____

Date of birth (day-month-year) _____

Type of relationship ☐ Marriage ☐ Common-law union

From (day-month-year) _____ to (day-month-year) _____

Do you have any child resulting from this previous marriage or common-law relationship?

☐ NO ☐ YES

If yes, give the following details of each child.

Name	Date of birth (day-month-year)	Relationship	Do you have legal custody of this child?

Please provide documentary evidence to support your claims, e.g. divorce certificate, relationship documents, custody order etc.

Name: _____

Signature: _____

Date: _____

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.

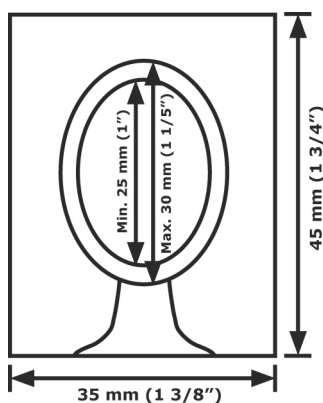
Notes to the photographer

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.





DECLARATION FROM NON-ACCOMPANYING PARENT/GUARDIAN FOR MINORS IMMIGRATING TO CANADA

FOR OFFICE USE ONLY				
File no.	▶			
Date	▶	Day	Month	Year

Send this fully completed Declaration **and** a photocopy of a valid and legible identity document to the Canadian Embassy/Canadian Consulate.

This form must be:

- filled out by the non-accompanying parent/guardian, former spouse or former common-law partner and;
- **witnessed by a notary public.**

A copy of this form must be completed for each child travelling to Canada.

I, _____, declare that I have no objections to my

child: _____

Child's full name

Day Month Year

____ | ____ | ____ | ____ | ____ | ____

Child's date of birth

immigrating to Canada with his/her parent/guardian:

Parent/Guardian name

Relationship to child

Parent/Guardian name

Relationship to child

Fill out this section if this child is travelling to Canada with someone other than the parent/guardian listed above.

Name

Relationship to child

I have read and understand the contents of this letter and by signing and returning this letter, I am confirming that I fully understand that I may be permanently separated from my above-named child.

I further understand that if I wish to enter Canada, as a temporary resident or a permanent resident, I must comply with all requirements of the *Immigration and Refugee Protection Act* and Regulations in force at the time of my application.

To be completed by the non-accompanying parent/guardian, former spouse or former common-law partner, in front of the witness. Present your original Identification Card to the witness*

Signature (before witness*)		Date	
		Day	Month Year
Emergency contact telephone number	Place		

To be completed by the witness (notary public)

Witness title and name in block letters (*must be a notary public)	Witness* professional chop/stamp
Signature of witness*	