

IMM1000/RECORD OF LANDING

IMMIGROUP ORDER FORM

INSTRUCTIONS

Read all instructions and follow carefully

1. Please complete the order form and application forms included herein. Make sure to include your telephone number and email address where you can be contacted.
2. Fax or scan and email all forms and documents in the document checklist to our office for review at **416-640-2650** or info@immigroup.com.
3. You will be contacted within 1-2 business days regarding your application. **If you have not been contacted after 2 business days, please contact our office at 1-866-760-2623 to confirm we have received your order.**
4. After we have reviewed your forms and documents, we will advise you to send the original forms and copies of documents to our office at **1180 DANFORTH AVE, TORONTO, ON M4J 1M3.**
5. You will receive your Certified True Copy of your IMM1000 directly from the government by mail at the address you indicated on form IMM5009. **Please ensure that you will not be moving in the next 6 months and that you indicate your address correctly including any apartment number.**
6. PLEASE NOTE THAT IT IS NOT POSSIBLE TO EXPEDITE THIS APPLICATION IN ANY WAY. CITIZENSHIP AND IMMIGRATION CANADA DOES NOT RECOGNIZE ANY CIRCUMSTANCE AS PROOF OF URGENCY AT THIS TIME.

DOCUMENT CHECKLIST

- IMMIGROUP ORDER FORM**
- APPLICATION FORM IMM5009 & IMM5541**
(duly completed and signed)
- COPY OF CURRENT VALID PASSPORT** If you do not have a valid passport, send a copy of any of the following documents: driver's license, health card, PR card or citizenship card, any other photo ID issued by a government authority.
- COPY OF PASSPORT AT TIME OF LANDING IDENTITY PAGE AND IMMIGRANT VISA/ STAMP PAGE**
If this document is not available:
- COPY OF BIRTH, BAPTISMAL, OR MARRIAGE CERTIFICATE**
(with translation if document is not in English or French)
- IF YOUR NAME HAS CHANGED**
since you landed you must also include a copy of your marriage certificate or name change document.

APPLICATIONS MISSING THIS ORDER FORM WILL NOT BE PROCESSED.

REGULAR SERVICE

Total fees:
\$ 253.75

Including:
Immigroup Fee: \$175
HST: \$22.75
Government Fee: \$30
Courier Fee: \$26 (\$35 if applying in the US)

Processing Time: 2-6 Months (subject to change without notice)

Name Address Phone Number 1 Phone Number 2 E-mail (please write legibly) CREDIT CARD INFORMATION

Cardholder Name

Card Number

Expiry Date C V V Code

Cardholder Signature

DISCLAIMER*Applicant must sign below*

*By signing below I assert that I have read and agreed to the terms and conditions as listed on <http://www.immigroup.com/disclaimer.php> and agree to the following conditions:

*Immigroup Inc is not responsible for documents or passports lost by courier companies or any government office.

*Immigroup Inc is not responsible for applications that are rejected.

*All fees are non-refundable once applications are submitted to the government.

*I agree to being charged the total fees corresponding with my required service

*I assert that I am applying for my IMM1000 (Record of Landing) through Immigroup

SIGN HERE:



VERIFICATION OF ENTRY / VÉRIFICATION DE L'ENTRÉE

PART A CLIENT DETAILS

PARTIE A RENSEIGNEMENTS CONCERNANT LE CLIENT

Surname (on entry) - Nom de famille (à l'entrée)		Given name(s) - Prénom(s)		FOSS ID no. - N° d'ID SSOBL		Sex - Sexe <input type="checkbox"/> Male / Homme <input type="checkbox"/> Female / Femme	
Date of birth / Date de naissance D - J M Y - A		Place and country of birth - Lieu et pays de naissance					
Surname (at present) - Nom de famille (actuel)		Given name(s) - Prénom(s)		Home telephone no. - N° de téléphone à la maison Area code / Ind. rég.			
Address - Adresse		Apt. - App.		Telephone no. at work - N° de téléphone au travail Area code / Ind. rég.			
City - Ville		Province		Postal code - Code postal			
Accompanying family members - Membres de la famille qui ont accompagné l'intéressé		Date of entry for permanent residence / Date d'entrée aux fins de la résidence permanente D - J M Y - A		Canadian port of entry - Point d'entrée au Canada			
Names - Noms		Relationship - Lien de parenté		Name of vehicle - Nom du transporteur			

The information provided on this form is collected under the authority of the *Immigration and Refugee Protection Act* for the purpose of verifying your status in Canada. This information will be stored in Personal Information Bank number CIC PPU 053 and you have the right of access to it and to its protection under the *Privacy Act*.

Les renseignements fournis dans le présent formulaire sont recueillis en vertu de la *Loi sur l'immigration et la protection des réfugiés* aux fins de confirmer votre statut au Canada. Les renseignements seront versés dans le fichier de renseignements personnels CIC PPU 053. Vous avez le droit de les consulter et ils sont protégés en vertu de la *Loi sur la protection des renseignements personnels*.

PART B OFFICE USE ONLY

PARTIE B RÉSERVÉ

Cost recovery - État de recouvrement des frais <input type="checkbox"/> Fee paid / Droit acquitté Receipt no. / N° du reçu <input type="checkbox"/> Exempt / Dispensé(e) Reason / Raison	
Certification required / No documents on file - Attestation requise / Aucun document au dossier <input type="checkbox"/> No permanent resident status document / Aucune attestation du statut du résident permanent <input type="checkbox"/> Grant of status by the Minister / Octroi de statut par le Ministre <input type="checkbox"/> No issuance of a temporary resident visa / Aucune délivrance d'un visa de résident temporaire <input type="checkbox"/> No issuance of a work or study permit / Aucune délivrance d'un permis de travail ou d'études <input type="checkbox"/> Not authorized for the purpose of subsection 36(1) / Non autorisé aux fins du paragraphe 36(1) <input type="checkbox"/> Not authorized for the purpose of subsection 36(2) / Non autorisé aux fins du paragraphe 36(2)	
Documents required - Documents exigés <input type="checkbox"/> IMM 0056 Certificate of Departure / Attestation de départ <input type="checkbox"/> IMM 1102 Work Permit / Permis de travail <input type="checkbox"/> IMM 1000 Immigrant Visa and Record of Landing / Visa d'immigrant et fiche relative au droit d'établissement <input type="checkbox"/> IMM 1208 Study Permit / Permis d'études <input type="checkbox"/> IMM 1097 Visitor Record / Fiche du visiteur <input type="checkbox"/> IMM 1214 Exclusion Order / Mesure d'exclusion <input type="checkbox"/> IMM 1263 Permit to come into or remain in Canada / The <i>Immigration and Refugee Protection Act</i> , Section 24. / Permis pour entrer au Canada ou y demeurer / Article 24 de la <i>Loi sur l'immigration et la protection des réfugiés</i> <input type="checkbox"/> IMM 1215 Deportation Order / Mesure d'expulsion <input type="checkbox"/> IMM 1203 Authorization to return to Canada pursuant to Section 52(1) of the <i>Immigration and Refugee Protection Act</i> / Autorisation de revenir au Canada en application du paragraphe 52(1) de la <i>Loi sur l'immigration et la protection des réfugiés</i> <input type="checkbox"/> IMM 5238 Departure Order / Mesure d'interdiction de séjour <input type="checkbox"/> IMM 5292 Confirmation of Permanent Residence / Confirmation de résidence permanente	

TO BE COMPLETED WHEN QUERY SUBMITTED BY MAIL

REMPILIR LORSQUE LA DEMANDE EST ENVOYÉE PAR LA POSTE

FOSS queried / SSOBL interrogé <input type="checkbox"/> Yes / Oui <input type="checkbox"/> No / Non		ID verified / Ident. vérifiée <input type="checkbox"/> Yes / Oui <input type="checkbox"/> No / Non		Micro no. - N° du micro.	
Mail verification of entry to: / Envoyer par la poste la vérification de l'entrée au :		<input type="checkbox"/> Client <input type="checkbox"/> CIC			
Office - Bureau		CIC file - N° de dossier du CIC		NHQ file - N° de dossier de l'AC	
Date submitted - Présentée le D - J M Y - A		QRC respondent - Répondant au CDR		Date returned - Renvoyée le D - J M Y - A	
Name of Officer - Nom de l'agent		Remarks / Reason(s) for request (e.g. lost or stolen document, etc.) / Observations / Motif(s) de la demande (p. ex. document perdu ou volé, etc.)			



SUPPLEMENTARY FORM

(To be completed and returned with the application)

Full name

Family name

Given name(s)

This form must be completed and attached with your application.

1. What type of request are you making?

Certified true copy Correction of a Document Replacement of a Document

2. Please specify the type of immigration document of which you need a replacement copy or certified true copy.

Certificate of Departure

Visitor Record

Work Permit

Authorization to Return to Canada Pursuant to Section 52(1) of the *Immigration and Refugee Protection Act*

Study Permit

Exclusion Order

Deportation Order

Departure Order

Permit to Come Into or Remain in Canada - The *Immigration and Refugee Protection Act*, Section 24

Immigrant Visa and Record of Landing/Confirmation of Permanent Residence

3. Was your original immigration document

Lost Stolen Destroyed Other

Provide details. If applicable, include a police report number.

4. If you are requesting a certified true copy of an Immigrant Visa and Record of Landing/Confirmation of a Permanent Residence have you applied for a certified true copy before?

No

Yes ▶ When did you apply?

Day | Month | Year

5. If you are applying for a certified true copy of an Immigrant Visa and Record of Landing/Confirmation of Permanent Residence and you are not a Canadian citizen, have you, since your admission to Canada as a permanent resident, been convicted of a crime or offence in Canada or elsewhere?

No

Yes ▶ Attach copies of the pertinent court documents.

6. If you are requesting correction what is the error that requires correction?
(A request to correct your name or date of birth **must** include copies of supporting documents. You must send a certified translation of all documents in a language other than English or French, along with a copy of the original.)

DECLARATION

I solemnly declare that the information I have provided is, to the best of my knowledge, complete and accurate. I authorize the department of Citizenship and Immigration Canada to verify the information I have provided. If I am requesting a replacement document and should I ever regain possession of the original document, I promise to return it immediately to Citizenship and Immigration Canada.

Applicant's signature

Date

The information you have provided is protected and accessible under the provisions of the *Privacy Act* and the *Access to Information Act*.

