

IMM1000/RECORD OF LANDING - Verification of Status**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

IMMIGROUP

**57 Westchester Drive,
London Ontario, Canada N6G 2K6**

Your immigration specialist may ask you to send the documents to a different address

5. You will receive your Verification of Status document by email (or regular mail if you do not have access to email).

PLEASE NOTE THAT CIC NO LONGER ISSUES CERTIFIED TRUE COPIES OF DOCUMENTS AS OF SEPTEMBER 12, 2012; ONLY AN UNCERTIFIED DOCUMENT WILL BE ISSUED.

DOCUMENT CHECKLIST

- ☐ **IMMIGROUP ORDER FORM**
- ☐ **APPLICATION FORMS**
duly completed and signed, including last page
- ☐ **COPY OF PASSPORT USED AT TIME OF LANDING**
If you do not have this passport, send a copy of your current valid passport.
- ☐ **COPY OF DRIVER'S LICENSE (or other photo ID)**
- ☐ **COPY OF BIRTH CERTIFICATE**
(with translation if document is not in English or French)
- ☐ **COPY OF CANADIAN CITIZENSHIP CERTIFICATE** (if applicable)
- ☐ **COPY OF MARRIAGE CERTIFICATE**
If you have been married since landing in Canada, you must provide a copy of your marriage certificate.
- If applicable, include:
- ☐ **PROOF OF URGENCY**
(written proof from Service Canada that your application will be closed or your benefits will be lost without your IMM 1000)

ADDITIONAL DOCUMENTATION MAY BE REQUESTED. IF YOU DO NOT HAVE ALL OF THE DOCUMENTS, SEND WHAT YOU HAVE AND WE WILL ADVISE YOU.

REGULAR SERVICE

Total fees:
☐ **\$206.90**

Including:
Immigroup Fee: \$130
HST: \$16.90
Government Fee: \$30
Courier Fee: \$30

Processing Time: 6 months (subject to change without notice)

URGENT SERVICE

Total fees:
☐ **\$342.50**

Including:
Immigroup Fee: \$250
HST: \$32.50
Government Fee: \$30
Courier Fee: \$30

Processing Time: 30 - 45 days (subject to change without notice)

CREDIT CARD INFORMATIONApplicant Name Cardholder Name Card Number Expiry Date CVV 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 <https://www.immigroup.com/terms-conditions> and agree to the following conditions:
- * 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 documents using Immigroup as my representative
- * Government fees can be higher than stated on this application

Signature

**VERIFICATION OF STATUS (VOS) OR REPLACEMENT OF AN IMMIGRATION DOCUMENT**
(To be completed and returned with the application checklist)

1 Client ID number/UCI				
PART A - PERSONAL DETAILS				
2 Surname (Family name) on entry		3 Given name(s) on entry		
4 Current surname (if different from name on entry)		5 Current given name (if different from name on entry)		6 Gender <input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> X Another gender
7 Date of birth YYYY-MM-DD		8 Place of birth (City, state/province and country or territory)		9 Citizenship
10 Passport number Indicate if: <input type="checkbox"/> On entry <input type="checkbox"/> Current		11 Date of issue YYYY-MM-DD		12 Expiry date YYYY-MM-DD
13 Marital status on entry <input type="checkbox"/> Never married <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Common-law partner If you are married, is your spouse a Canadian citizen or permanent resident? <input type="checkbox"/> Yes <input type="checkbox"/> No				
14 Language of correspondence <input type="checkbox"/> English <input type="checkbox"/> French				
15 Current mailing address				
P.O. box		Apt./Unit		Street no.
City/Town		Country or territory		Street name
Province/State		Postal code		District
16 Residential address Same as mailing address? <input type="checkbox"/> No <input type="checkbox"/> Yes				
Apt./Unit		Street no.		Street name
City/Town		Country or territory		Province/State
Postal code		District		
17 Telephone no. <input type="checkbox"/> Canada/US <input type="checkbox"/> Other				
18 Alternate Telephone no. <input type="checkbox"/> Canada/US <input type="checkbox"/> Other				
Type		Country Code		No.
Ext.		Type		Country Code
No.		Ext.		
19 E-mail address: (Indicating an e-mail address will authorize all correspondence, including file and personal information, to be sent to the e-mail address you specify.)				

PART B - DOCUMENTS REQUESTED

1 What type of request are you making? <input type="checkbox"/> Verification of Status <input type="checkbox"/> Replacement of a valid temporary resident document				
2 Immigration document Date of Issue YYYY-MM-DD		3 Canadian port of entry - Place of issue		
4 Indicate for which of the following you need a replacement copy or a Verification of Status document. If you have more than one <u>valid</u> temporary resident document, indicate the document ID number or if unknown, the document issue and expiry date of the requested document.				
<input type="checkbox"/> Immigrant Visa and Record of Landing - Confirmation of Permanent Residence				
<input type="checkbox"/> Exclusion Order				
<input type="checkbox"/> Departure Order				
<input type="checkbox"/> Authorization to Return to Canada				
<input type="checkbox"/> Permit to Come Into or Remain in Canada - Temporary Resident Permit				
<input type="checkbox"/> Protected Person				
<input type="checkbox"/> Work Permit <input type="checkbox"/> ID No.: _____ OR Issue date: (YYYY-MM-DD) _____ and Expiry date: (YYYY-MM-DD) _____				
<input type="checkbox"/> Study Permit <input type="checkbox"/> ID No.: _____ OR Issue date: (YYYY-MM-DD) _____ and Expiry date: (YYYY-MM-DD) _____				
<input type="checkbox"/> Visitor Record <input type="checkbox"/> ID No.: _____ OR Issue date: (YYYY-MM-DD) _____ and Expiry date: (YYYY-MM-DD) _____				

PART B - DOCUMENTS REQUESTED (continued)

5	Was your original immigration document	<input type="checkbox"/> Lost	<input type="checkbox"/> Stolen	<input type="checkbox"/> Destroyed	<input type="checkbox"/> Other
Provide details. If the document was a valid temporary resident document and was lost or stolen, indicate the police report number. If you do not have a police report number, please provide a brief explanation in the space provided.					

6	If you are requesting a Verification of Status of an Immigrant Visa and Record of Landing/Confirmation of Permanent Residence have you applied for it before?	<input type="checkbox"/> No <input type="checkbox"/> Yes ▶ If yes, when did you apply?
		YYYY-MM-DD

7	If you are applying for a Verification of Status 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?
	<input type="checkbox"/> No <input type="checkbox"/> Yes ▶ If yes, attach copies of the relevant court documents.

8	Are you a Canadian citizen? ▶ <input type="checkbox"/> No <input type="checkbox"/> Yes
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9	List all names you have ever used.															
	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 33%;">Surname (Family name)</th> <th style="width: 33%;">Given name(s)</th> <th style="width: 34%;">Other name(s) (Middle name, maiden name, alias, initials, etc.)</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	Surname (Family name)	Given name(s)	Other name(s) (Middle name, maiden name, alias, initials, etc.)												
Surname (Family name)	Given name(s)	Other name(s) (Middle name, maiden name, alias, initials, etc.)														

10	Did you enter Canada as a ▶ <input type="checkbox"/> Visitor <input type="checkbox"/> Student <input type="checkbox"/> Worker <input type="checkbox"/> Permanent Resident <input type="checkbox"/> Protected Person
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PART C - IF YOU ENTERED CANADA AS A PERMANENT RESIDENT PRIOR TO 1973, COMPLETE THE FOLLOWING SECTION

1	Provide the full names and date of birth of the person(s) who accompanied you on arrival in Canada. (e.g., middle name, maiden name, English name or alias.)			
	Surname (Family name)	Given name(s)	Other name(s) (Middle name, maiden name, alias, initials, etc.)	Date of birth YYYY-MM-DD

2	Were either of your parents born Canadian citizens? ▶ <input type="checkbox"/> No <input type="checkbox"/> Yes
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3	What are the names and dates of birth of your parents?			
	Surname (Family name)	Given name(s)	Other name(s) (Middle name, maiden name, alias, initials, etc.)	Date of birth YYYY-MM-DD

4	What is/was the occupation of each of your parents?
Mother's occupation	
Father's occupation	
5	Had you or your parents ever been part of any military at the time you entered Canada? ▶ <input type="checkbox"/> No <input type="checkbox"/> Yes

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.

Signature ▶ _____

Date _____

YYYY-MM-DD

Personal information provided on this form is collected by Immigration, Refugees, and Citizenship Canada (IRCC) under the authority of the Immigration and Refugee Protection Act (IRPA). The personal information will be used for the purpose of processing an application. The personal information provided may be disclosed to other federal government institutions, law enforcement bodies, provincial/territorial governments and foreign governments for the purpose of validating identity, admissibility and eligibility.

Personal information may also be used for other purposes including research, statistics, program and policy evaluation, internal audit, risk management, subsequent program eligibility, strategy development and reporting.

Failure to complete the form in full may result in a delay or the application not being processed. The Privacy Act gives individuals the right of access to, protection, and correction of their personal information. If you are not satisfied with the manner in which IRCC handles your personal information, you may exercise your right to file a complaint to the [Office of the Privacy Commissioner of Canada](#). The collection, use, disclosure and retention of your personal information is further described in IRCC's Personal Information Bank – IRCC PPU 068.



SECTION D: YOUR DECLARATION

10. Your declaration

- I declare that I have fully and truthfully answered all questions on this form and any attached application (if applicable).
- I also declare that I have read and understood all the statements on this form, having asked and obtained an explanation for every point that was not clear to me.

Signature of applicant

Date (YYYY-MM-DD)

Signature of spouse or common-law partner for sponsorship application

Date (YYYY-MM-DD)

Warning! It is a serious offence to give false or misleading information on this form.

Personal information provided on this form is collected by Immigration, Refugees, and Citizenship Canada (IRCC) under the authority of the *Immigration and Refugee Protection Act* (IRPA) and of the Citizenship Act. The personal information of the applicant is used for identification and authorization purposes. The personal information of the immigration representative is used to verify that the representative is authorized to offer representation services according to the provisions of IRPA and of the Citizenship Act.

The personal information of both the applicant and the representative may be disclosed to other federal government institutions, non-governmental and inter-governmental organizations, regulatory bodies, investigative bodies, and provincial/territorial governments for the purposes of validating identity, information, and supporting an investigation.

Personal information of both the applicant and the representative may be used for other purposes including research, statistics, program and policy evaluation, internal audit, compliance, risk management, strategy development and reporting.

Failure to complete the form in full will result in a delay to processing. The *Privacy Act* gives individuals the right of access to, protection, and correction of their personal information. If you are not satisfied with the manner in which IRCC handles your personal information, you may exercise your right to file a complaint to the Office of the [Privacy Commissioner of Canada](#). The collection, use, disclosure and retention of your personal information is further described in IRCC's Personal Information Bank - IRCC PPU 013, 042, 054, 068.