57 Westchester Drive, London, Ontario, N6G 2K6 **Phone:** 1-866-760-2623 **Fax:** 416-640-2650 **Email :** info@immigroup.com

PERMANENT RESIDENT CARD

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, ON N6G 2K6
Your immigration specialist may ask you to send the documents to a different address

5. Your PR Card will be mailed to you when it is ready. Should you be requested to present yourself at a local IRCC office, you must bring with you the original documents matching the copies which you have included with your application.

DOCUMENT CHECKLIST

- ☐ **IMMIGROUP ORDER FORM**
- ☐ **APPLICATION FORM IMM 5444**
- ☐ **USE OF REPRESENTATIVE FORM IMM 5476** *Sign Section D*
- ☐ **COPY OF ID PAGE IN YOUR CURRENT VALID PASSPORT OR COPY OF ID PAGE & IMMIGRATION STAMP/VISA PAGE OF PASSPORT AT TIME OF LANDING**
- ☐ **2 PR CARD PHOTOS**
- ☐ **COPY OF CURRENT, VALID OR EXPIRED PR CARD, BOTH SIDES**
- ☐ **IF YOUR NAME HAS CHANGED SINCE YOUR LAST APPLICATION: MARRIAGE CERTIFICATE OR NAME CHANGE DOC**

PLEASE NOTE THAT ADDITIONAL DOCUMENTATION MAY BE REQUESTED ON AN AS-NEEEDED BASIS

REGULAR FILING

Total fees:

☐ $390.75

Including:
Immigroup Fee: $275
HST: $35.75
Government Fee: $50
Courier Fee: $30

Processing Time: 6 months (please call for most up-to-date timelines)

URGENT FILING

Total fees:

☐ $530.87

Including:
Immigroup Fee: $399
HST: $51.87
Government Fee: $50
Courier Fee: $30

Processing Time: 1-2 months (please call for most up-to-date timelines)

STATUS IN JEOPARDY

Total fees:

☐ $814.50

Including:
Immigroup Fee: $650
HST: $84.50
Government Fee: $50
Courier Fee: $30

This service must be used by persons who have been outside of Canada for over 600 days in the past 5 years

CREDIT CARD INFORMATION

Applicant 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 PR Card using Immigroup as my representative

Signature

57 Westchester Drive, London, Ontario, N6G 2K6 **Phone:** 1-866-760-2623 **Fax:** 416-640-2650 **Email :** info@immigroup.com

APPLICATION FOR A PERMANENT RESIDENT CARD

UCI number ▶

Confused by a question? See step 2 of the instruction guide.
TYPE or PRINT in black or blue ink

1. Language you prefer for correspondence ☐ English ☐ French

2. Date you became a permanent resident of Canada (YYYY-MM-DD)

3. You are applying to (check one box) ☐ Obtain your first Permanent Resident Card ☐ Renew your present Permanent Resident Card ☐ Replace a lost, stolen, destroyed or never received Permanent Resident Card

NOTE: If you are applying to **renew** your present card, you should keep it until you receive your replacement card. You will be asked to destroy your old card when you receive your new one. If you are applying to replace your damaged card, you must send the damaged card with your application.

A. PERSONAL DETAILS

4. Your full name as shown on your *Record of Landing* (IMM 1000), *Confirmation of Permanent Residence* (IMM 5292) or (IMM 5688), or last Permanent Resident Card (include a photocopy of your last Permanent Resident Card).

Family name (surname)	Given name(s)

5. Your current name, if different from above
(Note: you must provide supporting documents for any change in your name. Consult "**Legal Name Change**" in the instruction guide

Family name (surname)	Given name(s)

6. Your gender ☐ F Female ☐ M Male ☐ X Another gender

7. Your date of birth (YYYY-MM-DD)

8. Your country or territory of birth

9. Your country(ies) or territory(ies) of citizenship

10. Colour of your eyes ☐ Blue ☐ Grey ☐ Brown ☐ Green ☐ Black ☐ Hazel (yellowish brown) ☐ Other ▶

11. Your height cm **or** ft in

12. Your current residential address in Canada

P.O. Box	Apartment	Street no.	Street name

City	Province	Postal code

13. Your mailing address in Canada (if different from above)

P.O. Box	Apartment	Street no.	Street name

City	Province	Postal code

All correspondence will go to this address unless you indicate your e-mail address below. Indicating an e-mail address will authorize all correspondence, including file and personal information, to be sent to the e-mail address you specify.

14. Your telephone numbers and e-mail address

At home	Alternative	E-mail

15. Your current marital status

☐ Never married ☐ Married ☐ Widowed ☐ Legally separated ☐ Divorced ☐ Common-law

B. YOUR IMMIGRATION HISTORY

16. Place you became a permanent resident of Canada

City/Port of entry | Province

17. Have you ever been issued a removal order in Canada? ☐ Yes ☐ No

18. Has an Immigration Officer ever issued you a *Report Under subsection 44(1)* or made the decision that you have not met the residency obligations required of Canadian permanent residents? ☐ Yes ☐ No

C. PERSONAL HISTORY - If you need additional space for any of the questions below, print out an additional page containing the appropriate section, complete it and submit it with your application.

19. ADDRESS HISTORY INSIDE AND OUTSIDE CANADA: Your address history for the past five (5) years or if you became a permanent resident less than five (5) years ago, your address history since becoming a permanent resident. List ALL your addresses in chronological order from the oldest to the most recent.

From (YYYY-MM-DD)	To (YYYY-MM-DD)	Apartment, street no. and street name or P.O. Box	City or town	Province	Country or territory

20. WORK AND EDUCATIONAL HISTORY INSIDE AND OUTSIDE CANADA: Your work and educational history for the past five (5) years or if you became a permanent resident less than five (5) years ago, your work and/or educational history since becoming a permanent resident. If you have not worked or studied, provide your other activity history, including location. List ALL your activities in chronological order from the oldest to the most recent.

From (YYYY-MM-DD)	To (YYYY-MM-DD)	Name of employer or name of educational institution attended (do not use abbreviations)	City or town	Province	Country or territory

21. TRAVEL HISTORY: Have you travelled or lived outside of Canada in the last five (5) years (or if you became a permanent resident less than five (5) years ago, since becoming a permanent resident)? Include ALL absences (including those due to employment, vacations, trips to the United States and any other time you left Canada).

☐ No ☐ Yes ▶ List all your absences:

Period to be assessed:

From (YYYY-MM-DD) | To (YYYY-MM-DD)

From (YYYY-MM-DD)	To (YYYY-MM-DD)	Your location during your absence (city, country or territory)	Reason for absence	Number of days

Total number of days

IMPORTANT: If your total number of days outside Canada is equal to 1095 days or more, you must complete Section D below.

D. RESIDENCY OBLIGATION – TIME SPENT OUTSIDE CANADA

Complete this section if you have been outside of Canada for 1095 days or more in the past five (5) years.

22. List ALL your absences from Canada in the past five (5) years according to the situation that applies to you. If you became a permanent resident less than five (5) years ago: list ALL absences from the time you became a permanent resident to present. List your absences in chronological order from the oldest to the most recent.

Situation 1 - Absences while accompanying a family member who is a Canadian citizen

Name of family member ▶ Provide proof of Canadian citizenship.

Relationship to you ▶ Provide proof of your relationship.

From (YYYY-MM-DD)	To (YYYY-MM-DD)	No. and street	City/Town, country or territory	Total number of days

Total number of days

D. RESIDENCY OBLIGATION – TIME SPENT OUTSIDE CANADA (continued)

Situation 2 - Absences while employed by a Canadian business outside Canada or in the Canadian federal or provincial public service

► Provide proof of full-time Canadian employment

From (YYYY-MM-DD)	To (YYYY-MM-DD)	No. and street	City/Town, country or territory	Total number of days
			Total number of days	

Situation 3 - Absences while accompanying a family member who is a permanent resident of Canada AND who is employed by a Canadian business outside Canada or in the Canadian federal or provincial public service

Name of family member ► Provide proof of this person's permanent resident status and proof of this person's full time employment.

Relationship to you ► Provide proof of your relationship.

From (YYYY-MM-DD)	To (YYYY-MM-DD)	No. and street	City/Town, country or territory	Total number of days
			Total number of days	

E. CONSENT TO DISCLOSE INFORMATION

23. History of entries into Canada

By selecting "YES" in the box below, and by signing this form, I hereby give my consent to the Canada Border Services Agency (CBSA) to disclose the details of my history of entries into Canada to Immigration, Refugees and Citizenship Canada (IRCC) in order to assist IRCC in determining my eligibility for a permanent resident card.

I also hereby authorize IRCC to collect the history of my entries into Canada from the CBSA.

☐ Yes ☐ No

Note that if you do not provide consent, you may be asked to request your history of entries directly from the CBSA and send it to IRCC which could result in delays in the processing of your application.

F. STATEMENT OF CONSENT

24. Income tax information and filing history

By selecting "YES" in the box below, and by signing this application form, I hereby give my consent to the Immigration, Refugees and Citizenship Canada (IRCC) to collect my Social Insurance Number (SIN) for the purpose of requesting that the Canada Revenue Agency (CRA) disclose my income tax information and residency information for any taxation years required to assist the department in determining whether I meet the residency obligation as set out in Section 28 of the *Immigration and Refugee Protection Act*.

☐ Yes ☐ No

Social Insurance Number (SIN) ►

G. DECLARATION OF APPLICANT

25. This declaration covers the information that I have provided on this form and all the information submitted with my application for a Permanent Resident Card as well as the attached accompanying documents.

I declare that the information I have given is truthful, complete and correct.I understand that any false statements or concealment of a material fact may be grounds for my prosecution or removal.The photographs enclosed are a true likeness of me.I am a permanent resident of Canada.I am not a Canadian citizen.I understand all the foregoing statements, having asked for and obtained an explanation on every point that was not clear to me.I realize that once this document has been completed and signed, it will form part of my Immigration Record and will be used to verify my family details on future applications.I will immediately inform Immigration, Refugees and Citizenship Canada if any of the information or the answers provided in my application forms change.



SIGN SECTION G BEFORE PROCEEDING TO SECTION H.

To avoid processing delays, ensure your application is not postdated or stale dated.

Signature of declarant

Date (YYYY-MM-DD)

City

Province

Signature of parent or legal guardian, if applicable

Date (YYYY-MM-DD)

I am the applicant's: (check appropriate box) ☐ Mother ☐ Father ☐ Legal guardian

H. SOLEMN DECLARATION CONCERNING A LOST, STOLEN, DESTROYED OR NEVER RECEIVED PERMANENT RESIDENT CARD

26. Complete this section only if you are applying to replace a lost, stolen, destroyed or never received PR Card.

Permanent Resident Card number

Date of issue (YYYY-MM-DD)

My Permanent Resident Card was ☐ Lost ☐ Stolen ☐ Destroyed ☐ Never received ▶ on or about (YYYY-MM-DD) at

Under the following circumstances (full information must be provided below):

I have made the following efforts to locate this document
(if applicable, indicate police authorities notified and attach a copy of police report or incident report number):

Should I ever regain possession of my original PR Card, I promise to destroy it immediately.

I solemnly declare that the information I have provided is true, that is of the same force and effect as if made under oath, and that it was freely given. I authorize the department of Immigration, Refugees and Citizenship Canada to verify the information I have provided. I also understand that the provision of any false or misleading information may lead to prosecution in accordance with Section 127 of the *Immigration and Refugee Protection Act*.

DO NOT SIGN HERE UNLESS YOU ARE DECLARING A LOST, STOLEN, DESTROYED OR NEVER RECEIVED PERMANENT RESIDENT CARD.

Signature of declarant

Date (YYYY-MM-DD)

Signature of parent or legal guardian, if applicable

Date (YYYY-MM-DD)

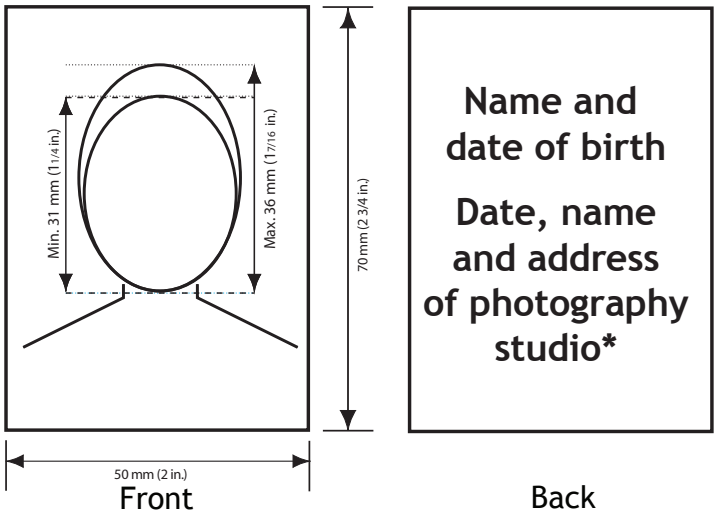
The information you provide on this form is collected under the authority of the *Immigration and Refugee Protection Act* and will be used to determine whether the term and conditions of your permanent residency were maintained and whether you should be granted a Permanent Resident Card. It will be retained in the Personal Information Bank CIC PPU 067 entitled Permanent Resident Card as identified in **infosource**. It may be shared with other organizations in accordance with the consistent use of information under the *Privacy Act*. Under the *Privacy Act* and the *Access to Information Act* individuals have the right to protection of and access to their personal information. Details on these matters are available at infosource.gc.ca. **Infosource is also available at Public Libraries in Canada**.

PERMANENT RESIDENTS PHOTOGRAPH SPECIFICATIONS

Notes to the applicant

TAKE THIS SPECIFICATION SHEET WITH YOU TO THE PHOTOGRAPHER

- Make sure you provide the correct number of photos specified in your application guide.
- You must provide identical and unaltered photographs.
- Photographs may be in colour or black and white.
- Photographs must be original and **not altered in any way** or taken from an existing photograph.
- Photographs must reflect your current appearance (taken within the past six (6) months).



Not actual size. Refer to measurements above.

Notes to the photographer

The photographs must be:

- taken by a commercial photographer
- 50 mm x 70 mm (2 inches wide x 2 3/4 inches long) and sized so the height of the face measures between 31 mm and 36 mm (1 1/4 inches and 1 7/16 inches) from chin to crown of head (natural top of head)
- clear, sharp and in focus
- taken with a neutral facial expression (**eyes open and clearly visible, mouth closed, no smiling**)
- taken with uniform lighting and **not show** shadows, glare or flash reflections
- taken straight on, with face and shoulders **centred** and squared to the camera (i.e. the photographs must show the full front view of the person's head and shoulders, showing full face centred in the middle of the photograph)
- taken in front of a plain white background with a clear difference between the person's face and the background. Photographs must reflect/ represent natural skin tones

*The back of one (1) photograph must:

- bear the name and date of birth of the subject, as well as the name and complete address of the photography studio
- bear the date the photograph was taken
- the photographer may use a stamp or handwrite this information. Stick-on labels are unacceptable.

C&I-2435-07-03-18

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.