

REPLACEMENT CANADIAN CITIZENSHIP CERTIFICATE

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:

2558 Danforth Ave, Suite 202, Toronto, ON M4C1L3

5. Our office will contact you when your new citizenship certificate is ready. Your citizenship certificate may be mailed to our office or your residential address at the discretion of CIC.

Please note that as of February 1, 2012 Citizenship and Immigration Canada no longer issues Citizenship Cards; all proof of Canadian Citizenship is issued in the form of a paper certificate.

APPLICATIONS MISSING THIS ORDER FORM WILL NOT BE PROCESSED

DOCUMENT CHECKLIST

Include the following documents in your application package

- IMMIGROUP ORDER FORM (this page)**
- CITIZENSHIP CERTIFICATE APPLICATION FORM** (duly completed and signed)
- COPIES OF 2 VALID, GOVERNMENT ISSUED IDs, ONE OF WHICH MUST BEAR A PHOTO** (US or Canadian Driver's License, Provincial Photo Card, Health Card, Passport, Canadian Notice of Assessment, University/College Photo ID)
- 2 CITIZENSHIP CERTIFICATE PHOTOS** -specification page included in this package
If applicable, include:
If your name has changed since you became a Canadian citizen, you must also include a copy of
 your **MARRIAGE CERTIFICATE OR LEGAL NAME CHANGE**
 PROOF OF URGENCY (for urgent filing)

Please note that additional documentation may be requested on an as-needed basis

Don't have the proper identification? We can still assist you. Call us today 1-866-760-2623

SERVICE OPTIONS

All processing times are subject to change without notice; processing is not guaranteed but is at the discretion of CIC.

<p>REVIEW ONLY</p> <p><input type="checkbox"/> \$169.50 \$150 service fees \$19.50 HST</p> <p>We will: - review your completed application; - notify you of any changes to be made; - review your application once you have made those changes.</p>	<p>REGULAR FILING</p> <p>\$249 service fees \$32.37 HST (harmonized sales tax) \$75 government fees \$30 courier*</p> <p><input type="checkbox"/> \$386.37</p> <p><input type="checkbox"/> Use a copy of your application to apply for your Canadian passport, an additional \$75+HST</p> <p>Average processing time is 6 months</p>	<p>URGENT FILING (must have proof of urgency)</p> <p><input type="checkbox"/> \$613.50</p> <p>\$450 service fees \$58.50 HST (harmonized sales tax) \$75 government fees \$30 courier*</p> <p>*persons outside of Canada may be charged additional courier fees according to international rates</p> <p>Average processing is 20-30 business days</p>
<p>TOP PRIORITY FILING (must have proof of urgency)</p> <p><input type="checkbox"/> \$1009 \$800 service fees \$104 HST (harmonized sales tax) \$75 government fees \$30 courier*</p> <p>Average processing times are 10-15 business days.</p> <p>Direct contact number: <input type="text"/></p> <p>*persons outside of Canada may be charged additional courier fees according to international rates</p> <p>This service ensures that we drop everything and give your application top priority. An agent will call you within an hour of your fax at the number you provide below to review your application. You can then send your original application by courier to be received the next day.</p>		

CREDIT CARD INFORMATION

*We accept Visa, Mastercard, American Express, bank drafts and bank transfers

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.
- * If you require a phone consultation, you will be charged an additional \$75
- * 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 understand that cancellation of this service after my order is received by Immigroup Inc. will bear a minimum cancellation fee of \$42.50

SIGN HERE:



APPLICATION FOR CITIZENSHIP CERTIFICATE FOR ADULTS AND MINORS (Proof of Citizenship) Under Section 3 of the *Citizenship Act*

Important Information:

The parent or guardian applying for a citizenship certificate on behalf of a minor (under 18) should complete this form.

Do not use this form if you or your child is a permanent resident applying to be granted Canadian citizenship.

Do any of these apply to you?

- I need to replace my citizenship certificate;
- I was born outside Canada and my biological parent was born in Canada or was naturalized in Canada before I was born;
- I think I am a Canadian citizen and I want to know for sure.

Yes: proceed to the application No: you may need a different type of application

1 Language

I want service in: English French Please check One

2 Provide your Unique Client Identifier (UCI) if you have one:

3 Reason for application

Are you applying to replace your citizenship certificate? Yes No - skip to section 4

If yes, give information that appears on the certificate

Certificate no. Date of certificate (YYYY-MM-DD)

Surname/Last name

Given name(s)

I am applying for a replacement because I need to

Update certificate (previous certificate enclosed) Replace a stolen/lost/destroyed certificate

Was the theft/loss reported to the police? Yes No

Give details of the theft/loss/destruction (when, where and how?)

4 Tell us about yourself (or the minor you are applying for)

Surname/Last name (as it appears on your birth certificate) Given name(s) (as it/they appear on your birth certificate)

Date of birth (YYYY-MM-DD) Place of birth Country of birth Specify (if not on list)

Gender Female Male Height cm **OR** ft in Natural eye colour

List any other names (include current or former married name(s), aliases and nicknames). These names will not appear on your citizenship certificate

FOR OFFICIAL USE ONLY	
UCI No. <input type="text"/>	
Current Act <input type="text"/>	Former Act <input type="text"/>
Certificate no. <input type="text"/>	
<input type="checkbox"/> Return original document(s)	<input type="checkbox"/> Approved
Signature <input type="text"/>	
YYYY-MM-DD <input type="text"/>	
<input type="checkbox"/> Notify <input type="text"/>	
Send certificate to <input type="text"/>	

5 Are you requesting a change to the personal details you have provided above?

Yes No No - skip to section 6

If Yes, please specify

I want a different name to appear on my citizenship certificate.

Requested Surname/Last name

Requested Given name(s)

I want a different date of birth to appear on my citizenship certificate. New date of birth (YYYY-MM-DD)

I want a different gender to appear on my citizenship certificate.

What gender would you like to appear? Female Male

6 Tell us about your parents

Parent 1

Details

Surname/Last name

Given name(s)

Other names used by parent (name at birth, maiden name, etc.)

Parent's country of birth

Date of birth (YYYY-MM-DD)

Canadian birth certificate registration number, if applicable

Date of marriage (YYYY-MM-DD)

Place of marriage

Parent 2

Details

Surname/Last name

Given name(s)

Other names used by parent (name at birth, maiden name, etc.)

Parent's country of birth

Date of birth (YYYY-MM-DD)

Canadian birth certificate registration number, if applicable

Date of marriage (YYYY-MM-DD)

Place of marriage

A - Relationship to you

This parent is my biological parent adoptive parent

B - Parent 1's Citizenship Status

Parent 1 is **not** / was **not** a Canadian citizen - skip to section C

I am not sure if parent 1 is (or was ever) a Canadian citizen

Please tell us the circumstances

Parent 1 is/was a Canadian citizen

How did parent 1 obtain Canadian citizenship?

A - Relationship to you

This parent is my biological parent adoptive parent

B - Parent 2's Citizenship Status

Parent 2 is **not** / was **not** a Canadian citizen - skip to section C

I am not sure if parent 2 is (or was ever) a Canadian citizen

Please tell us the circumstances

Parent 2 is/was a Canadian citizen

How did parent 2 obtain Canadian citizenship?

6 Tell us about your parents - Continued

Parent 1 continued

B - Parent 1's Citizenship Status - Continued

Parent 1's citizenship certificate number, if applicable On what date did parent 1 first enter Canada to live? (YYYY-MM-DD)

Did parent 1 leave Canada for more than 1 year before 1977? Yes No

If Yes, give details

From (YYYY-MM-DD)	To (YYYY-MM-DD)	Destination (Country)

Is (or was) parent 1 a citizen of a country other than Canada before 1977? No Yes

If Yes, give details: (country, date of citizenship, description of how citizenship/nationality was obtained and/or recognized, etc.)

Was parent 1 born in Canada before January 1, 1947 or in Newfoundland and Labrador before April 1, 1949? No Yes

Was parent 1 naturalized as a British subject in Canada before January 1, 1947 or in Newfoundland and Labrador before April 1, 1949? No Yes

Was parent 1 a British subject and living in Canada on January 1, 1947 or Newfoundland and Labrador before April 1, 1949? No Yes

Parent 2 continued

B - Parent 2's Citizenship Status - Continued

Parent 2's citizenship certificate number, if applicable On what date did parent 2 first enter Canada to live? (YYYY-MM-DD)

Did parent 2 leave Canada for more than 1 year before 1977? Yes No

If Yes, give details

From (YYYY-MM-DD)	To (YYYY-MM-DD)	Destination (Country)

Is (or was) parent 2 a citizen of a country other than Canada before 1977? No Yes

If Yes, give details: (country, date of citizenship, description of how citizenship/nationality was obtained and/or recognized, etc.)

Was parent 2 born in Canada before January 1, 1947 or in Newfoundland and Labrador before April 1, 1949? No Yes

Was parent 2 naturalized as a British subject in Canada before January 1, 1947 or in Newfoundland and Labrador before April 1, 1949? No Yes

Was parent 2 a British subject and living in Canada on January 1, 1947 or Newfoundland and Labrador before April 1, 1949? No Yes

C - Foreign Government Employment

If you were born in Canada, was parent 1 employed in Canada by a foreign government or international agency at the time of your birth?

Not applicable, not born in Canada No Yes

If Yes, give details

If parent 1 was born in Canada, was one of his/her parents (i.e. your grandparents) employed in Canada by a foreign government or international agency?

Not applicable, not born in Canada No Yes

If Yes, give details

C - Foreign Government Employment

If you were born in Canada, was parent 2 employed in Canada by a foreign government or international agency at the time of your birth?

Not applicable, not born in Canada No Yes

If Yes, give details

If parent 2 was born in Canada, was one of his/her parents (i.e. your grandparents) employed in Canada by a foreign government or international agency?

Not applicable, not born in Canada No Yes

If Yes, give details

6 Tell us about your parents - Continued

Parent 1 continued	Parent 2 continued
<p>D - Canadian Crown Service</p> <p>If you were born outside Canada, was parent 1 employed outside Canada in or with the Canadian Armed Forces, the federal public administration, or the public service of a province or territory, other than as a locally engaged person at the time of your birth?</p> <p><input type="checkbox"/> Not applicable, I was born in Canada <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If Yes, give details</p> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>	<p>D - Canadian Crown Service</p> <p>If you were born outside Canada, was parent 2 employed outside Canada in or with the Canadian Armed Forces, the federal public administration, or the public service of a province or territory, other than as a locally engaged person at the time of your birth?</p> <p><input type="checkbox"/> Not applicable, I was born in Canada <input type="checkbox"/> No <input type="checkbox"/> Yes</p> <p>If Yes, give details</p> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>

7 Tell us about your grandparents

<p>Full name of Parent 1</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div>			
<p>If parent 1 was born outside Canada, was one of parent 1's parents (i.e. your grandparents) a Canadian citizen and/or a Crown servant of Canada at the time of this parent's birth or adoption?</p> <p>Was parent 1 born outside Canada? <input type="checkbox"/> No: skip to parent 2 <input type="checkbox"/> Yes</p> <p>Was one of parent 1's parents (your grandparents) Canadian? <input type="checkbox"/> No: skip to parent 2 <input type="checkbox"/> Yes</p> <p>If you chose a 'Yes' response, please provide the following details</p>			
<p>Parent A) of parent 1</p> <p>Surname/Last name</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Given name(s)</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Other names used (name at birth, maiden name)</p> <div style="border: 1px solid black; height: 60px; width: 100%;"></div> <p>Country of birth Date of birth (YYYY-MM-DD)</p> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> </div> <p>Canadian birth certificate number (if applicable/known) Canadian citizenship certificate number (if applicable/known)</p> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> </div> <p>Details on how this grandparent obtained Canadian citizenship</p> <div style="border: 1px solid black; height: 60px; width: 100%;"></div> <p>Details on Crown Service (if applicable)</p> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>	<p>Parent B) of parent 1</p> <p>Surname/Last name</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Given name(s)</p> <div style="border: 1px solid black; height: 20px; width: 100%;"></div> <p>Other names used (name at birth, maiden name)</p> <div style="border: 1px solid black; height: 60px; width: 100%;"></div> <p>Country of birth Date of birth (YYYY-MM-DD)</p> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> </div> <p>Canadian birth certificate number (if applicable/known) Canadian citizenship certificate number (if applicable/known)</p> <div style="display: flex; justify-content: space-between;"> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> <div style="border: 1px solid black; width: 45%; height: 20px;"></div> </div> <p>Details on how this grandparent obtained Canadian citizenship</p> <div style="border: 1px solid black; height: 60px; width: 100%;"></div> <p>Details on Crown Service (if applicable)</p> <div style="border: 1px solid black; height: 60px; width: 100%;"></div>		

7 Tell us about your grandparents - Continued

Full name of Parent 2

If parent 2 was born outside Canada, was one of parent 2's parents (i.e. your grandparents) a Canadian citizen and/or a Crown servant of Canada at the time of this parent's birth or adoption?

Was parent 2 born outside Canada? No: skip to section 8 Yes

Was one of parent 2's parents (your grandparents) Canadian? No: skip to section 8 Yes

If you chose a 'Yes' response, please provide the following details

Parent A) of parent 2

Surname/Last name

Given name(s)

Other names used (name at birth, maiden name)

Country of birth

Date of birth (YYYY-MM-DD)

Canadian birth certificate number (if applicable/known)

Canadian citizenship certificate number (if applicable/known)

Details on how this grandparent obtained Canadian citizenship

Details of Crown Service (if applicable)

Parent B) of parent 2

Surname/Last name

Given name(s)

Other names used (name at birth, maiden name)

Country of birth

Date of birth (YYYY-MM-DD)

Canadian birth certificate number (if applicable/known)

Canadian citizenship certificate number (if applicable/known)

Details on how this grandparent obtained Canadian citizenship

Details of Crown Service (if applicable)

8 Additional citizenship information

Have you ever lived in Canada? No: skip to section 9 Yes

If Yes, on what date did you first enter Canada to live Date (YYYY-MM-DD) _____ or I was born in Canada

9 Were you born before 1977?

No: skip to section 11 Yes: fill out this section

Were you absent from Canada for 1 year or longer before 1977? No Yes: fill out this section

From (YYYY-MM-DD)	To (YYYY-MM-DD)	Destination (Country)	Reason

9 Were you born before 1977? - Continued

Were you a citizen of one or more countries other than Canada before 1977? No Yes

If Yes, give details (country, date of citizenship, description of how citizenship/nationality was obtained and/or recognized)

10 Were you born before 1950?

No: skip to section 11 Yes: fill out this section

Were you born in Canada before January 1, 1947 or in Newfoundland and Labrador before April 1, 1949?

No Yes

Were you naturalized in Canada before January 1, 1947 or in Newfoundland and Labrador before April 1, 1949?

No Yes

Were you a British subject and a resident of Canada on January 1, 1947 or in Newfoundland and Labrador before April 1, 1949?

No Yes

Were you married before January 1, 1947 to a man who was born in Canada or naturalized as a British subject in Canada?

Yes

No, I was not married before 1947

Yes, I was married before 1947 but not to a man born or naturalized in Canada

If you selected a Yes response, please provide details: (husband's name, husband's country of birth, his date of birth, nationalities obtained or lost (if applicable), details on naturalization certificate (if applicable), country of marriage, date of marriage)

11 Contact Information

How can we contact you about your application?

Surname/Last name

Given name(s)

Email address

Confirm email address

Home address

No. and street

Apt./Unit

City

Province

Country

Postal code

Is the mailing address the same as the home address? Yes No

No. and street

Apt./Unit

City

Province

Country

Postal code

If you are applying from outside Canada and the U.S., your documents will be sent to the Canadian embassy, high commission, or consulate nearest you. If you know which Canadian embassy, high commission, or consulate you would like your documents sent to, please provide the details

Telephone numbers

Home (Area code and number)

Work (Area code and number)

Extension

Cell (Area code and number)

12 Representative

Is someone helping you fill out this form? No Yes

Are you paying someone to help you fill out this form? No Yes

If yes complete the following details about the person helping you:

Family name (last name) Given name(s) Company name

Note: A representative can be paid or not. If your representative is paid, he or she must be a member in good standing of: a law society of a province or territory, the Chambre des notaires du Quebec, or the Immigration Consultants of Canada Regulatory Council (ICRC)

Would you like to name a No Yes (such as an immigration consultant, lawyer, friend or family member) to do business with us for you?

No Yes If yes complete the

13 Declarations/Permissions/Signatures

I agree to advise IRCC if any information on this form changes before the processing of my application is complete.

I understand the content of this form.

I declare that the information provided is true, correct and complete.

I declare that the photographs enclosed are a true likeness of me.

I understand that if I, or someone on my behalf, make a false representation, commit fraud or conceal any material circumstances relevant to my application, my application could be denied, my citizenship certificate could be taken away, and I could be charged with an offence as provided for under the *Citizenship Act* or the Criminal Code.

**APPLICANT'S Signature**

(you must sign inside the box in black ink only)

City

Date (YYYY-MM-DD)

If applicant is under 14 years of age, signature of parent/guardian

**PARENT'S/GUARDIAN'S Signature**

(you must sign inside the box in black ink only)

City

Date (YYYY-MM-DD)

Remember: If you are sending more than one application, send all of them together in one envelope. The applications will be processed together.

**Protected Information
Personal Information Bank CIC PPU 050**

The information you provide on this form is collected under the authority of the *Citizenship Act* to determine whether your citizenship application may be approved. It will be stored in the Personal Information Bank (CIC PPU 050 entitled Application and Assessment for Canadian Citizenship). The information may be shared with other Canadian government institutions such as the Canada Border Services Agency (CBSA), the Royal Canadian Mounted Police (RCMP), the Canadian Security Intelligence Service (CSIS), and foreign governments in accordance with the *Citizenship Regulations* and subsection 8(2) of the *Privacy Act*. Information may also be disclosed to foreign governments, law enforcement bodies and detaining authorities with respect to the administration and enforcement of citizenship legislation where such sharing of information may not put the individual and/or his/her family at risk. Information may also be systematically validated by other Canadian government institutions under the terms of an agreement or arrangement for the purposes of validating status and identity to administer their programs. In accordance with the *Privacy Act* and the *Access to Information Act*, individuals have a right to protection of, access to and correction of their personal information. Details on these matters are available at the InfoSource Website at <http://infosource.gc.ca>. InfoSource is also available at public libraries across Canada.

Follow the step-by-step instructions below to complete the application form.

Important Information

- Make sure that you **read the** _____ to help you complete your application.
- If a section does not apply to you, write “Not Applicable” or “NA”. If your application is incomplete it may be returned to you and this will delay processing.
- If you're completing this application for a minor under 18 years of age, remember **all questions are about the minor and you should answer as though you are the minor.**
- If you need more space to answer any questions, use an extra sheet of paper and indicate the number and/or letter of the question you're answering.
- All of your **answers must be complete and true.**

Section 1 - Language of service

- ▶ Would you like to receive service) in English or in French? Your correspondence will be in the language that you choose. Please check one.

Section 2 - Unique Client Identifier

- ▶ Please enter your UCI or `Unique Client Identifier`, the 8 or 10 digit number that is unique to your IRCC immigration and citizenship records.
- ▶ If you do not have a UCI, enter `not applicable` or `NA`. If you do not know your UCI, enter `unknown`.

Section 3 - Reason for application

- ▶ Check a `Yes` response if you have had a previous Canadian citizenship certificate and are applying to replace it. Otherwise, check `No` and proceed to section 4.
- ▶ If you check `Yes`, you'll need to complete all the questions in this section. Enter certificate number or, if unknown, enter `unknown`. Indicate the surname/last name(s) and given name(s) on the certificate.
- ▶ Indicate why you're applying to replace your certificate by checking the applicable box in this section. If it was stolen, lost or destroyed, describe the circumstances (indicate if the theft/loss was reported to the police by checking a `Yes` or `No` response to that questions) and provide details the theft/loss or destruction in the space provided.
- ▶ If you're applying for a replacement because you want to update the information on the certificate, you'll need to return the previous certificate.

Section 4 - Tell us about yourself

Important Information: As this is the **first time** you are applying for a citizenship certificate, the name, date of birth and gender on your citizenship certificate will be the **same as the information that appears on your birth certificate unless you request a change** to that information in section 5.

- ▶ Please enter the following information from your birth certificate in the spaces provided:
 - family/last name(s) and given names(s)
 - date of birth
 - place and country of birth (e.g. Paris, France)
 - gender (please check either `Female` or `Male` as per birth certificate or previous citizenship certificate).
- ▶ Enter your current height and natural eye colour.
- ▶ Enter any other names by which you are known, or have been known (for example previous family names, other given names, aliases, nicknames).

Note: Your height, eye colour, other names, and country of birth will not appear on your citizenship certificate but are recorded so that other service providers, such as Passport Canada, can confirm your identity.

Section 5 - Are you requesting a change to the personal details you have provided above?

In this section you can request a change to the personal details that appear on your previous citizenship certificate or, if this will be your first certificate, the personal details that appear on your birth certificate.

- ▶ If you want to change your name(s) or your date of birth or your gender, please check the `Yes' response. Otherwise, check the `No' response and proceed to section 6.
- ▶ If you check `Yes', you'll need to check the box that describes your change of personal details request, and then enter the requested information in the spaces provided.
 - **Request for a different name:** If you want a name that is different from the name(s) you provided in section 3, or section 4 if this is your first certificate, enter the requested surname/last name and given name(s) in the spaces provided. Include the required supporting documents with your application. Refer to *Appendix C: Name Change* of the instruction guide to find out which documents you need.
 - **Request for a different date of birth:** If you want a date of birth that is different from the date of birth you provided in section 3, or section 4 if this is your first certificate, enter the requested date of birth in the space provided. Include the required supporting documents with your application. Refer to *Appendix D: Date of Birth Correction* of the instruction guide to find out which documents you need.
 - **Request for a different gender:** If you want a different gender to appear on your citizenship certificate, check the requested gender (either `female' or `male'). Include the required supporting documents with your application. Refer to *Appendix E: Changing sex designation* of the instruction guide to find out which documents you need.

Section 6 - Tell us about your parents

Important Information: The information collected in this section, and in section 7, is collected because information about your parents and your grandparents allows a citizenship official to accurately determine what section of the Citizenship Act describes your claim to Canadian citizenship today. It is important that you provide the fullest and most accurate information about your parents and grandparents in the spaces provided. In cases where an applicant is claiming citizenship by descent through a parent, complete information will allow us to conduct a thorough search of its citizenship records and help you to establish your claim.

In the following section, you need to answer each question for Parent 1 (first column) **and** for Parent 2 (second column).

Reminder: If you are filling out this application for your minor child, then you are the parent referred to in this section.

Parent's personal information

- ▶ Please provide full and accurate information about your parents: names, date of birth, country of birth, other names, and date and place of marriage. If you do not know the information requested on the form, enter `unknown' in the spaces provided. If it does not apply to your parents, enter `not applicable' or `NA'.
- ▶ If your parent was born in Canada, please provide the registration number found on their Canadian birth certificate.

Note: Canadian birth certificates include two numbers: a certificate number and a registration number. For the purpose of this application, please make sure to provide the registration number.

6A - Relationship to you

- ▶ Check either `biological parent' or `adoptive parent'. A biological parent means you have a genetic or gestational connection to that parent. An adoptive parent means you were legally adopted.

6B - Parent's citizenship status

- ▶ Indicate your parent's citizenship status by checking one of the three boxes provided.
 - If you check parent is not/was not a Canadian citizen, you can proceed to section 6C, or
 - If you check parent's status is unknown, explain the circumstances in the box provided - you should also try to provide as much information as possible about Parent 1 in the spaces provided in the rest of 6B, well as in 6C and 6D, or
 - If you check parent is/was a Canadian citizen, tell us how they obtained citizenship in the box provided - for example, `born in Canada' or `granted citizenship' or `born outside Canada to a Canadian parent'.
- ▶ Enter number of parent's citizenship certificate in space provided - if you do not know the number, enter `unknown', or if no citizenship certificate was issued to your parent enter `not applicable' or `NA'.
- ▶ Enter date parent first entered Canada to live - please provide the most accurate date you can - for example, the date from a parent's passport or from another immigration record. If you are not certain, provide your best estimate of the month and year this parent entered Canada.

- ▶ Check a `Yes' or `No' response to indicate:
 - if your parent was outside Canada for more than 1 year before 1977. If you check `Yes', provide details in the table provided. If you are not certain of the dates, provide your best estimate of the month and year.
 - if your parent was a citizen of a country other than Canada before 1977. If you check `Yes', provide details in the space provided.
 - if your parent was born in Canada before January 1, 1947 (or in Newfoundland and Labrador before April 1, 1949).
 - if your parent was naturalized as a British subject in Canada before January 1, 1947 (or in Newfoundland and Labrador before April 1, 1949).
 - if your parent was a British subject and a resident of Canada on January 1, 1947 (or of Newfoundland and Labrador before April 1, 1949).

6C - Foreign government employment

- ▶ Check `Not applicable', or `Yes', or `No' to indicate:
 - if your parent was employed in Canada by a foreign government or international agency.
 - if your parent's parent (your grandparent) was employed in Canada by a foreign government or international agency.
 - if your parent was employed outside Canada as a Crown servant of Canada.
- ▶ If you check a `Yes' response to any of the three questions, provide details in the space provided.

Section 7 - Tell us about your grandparents

In the following section, there is an area to provide information about both of Parent 1's parents and about both of Parent 2's parents. Whether or not full personal details for all four grandparents will be required depends on your responses to the initial `Yes' or `No' questions.

Reminder: If you are filling out this application for your minor child, then you (and your child's other parent) are the Parent 1 and Parent 2 who will be named in this section.

Parent 1's Parents

- ▶ Enter the full name of Parent 1 (same parent named as Parent 1 in section 6).
- ▶ Check `Yes' or `No' to the **first question** to indicate if Parent 1 was born outside Canada.
- ▶ If you check `No' to the first question, no further information about this set of grandparents is required and you can proceed to the area in section 7 about Parent 2's parents.
- ▶ If you check `Yes' to the first question, proceed to the **second question** and check a `Yes' or `No' response there to indicate if either of your grandparents were Canadian.
- ▶ If you check `No' to the second question, no further information about this set of grandparents is required and you can proceed to the area in section 7 about Parent 2's parents.
- ▶ If you have checked `Yes' to both questions 1 and 2, you will need to provide full and accurate information about Parent 1's parents, including:
 - all known names
 - country of birth and date of birth
 - the registration number found on their Canadian birth certificate
 - citizenship certificate number
 - date and place of marriage
 - details on how Canadian citizenship was obtained
 - details on Crown service.

Enter the information in the spaces provided. If you do not know the information requested on the form, enter `unknown'. If the information requested does not apply, enter `not applicable' or `NA'.

Parent 2's Parents

- ▶ Enter the full name of Parent 2 (same as Parent 2, first column, in section 6)
- ▶ Follow the same steps as you did for Parent 1's parents.

Section 8 - Additional citizenship information

Important Information: The information collected in this section, and in section 9 and section 10, will allow a citizenship official to accurately determine what section of the Citizenship Act describes your claim to Canadian citizenship today.

- ▶ Check a `Yes' or `No' response to indicate if you have ever lived in Canada. If `No', you can proceed to section 9 now. If `Yes', enter the date you came to live in Canada. You can also check `Since birth', if applicable.
- ▶ If you are not certain of exact dates, provide your best estimate of the month and year.

Section 9 - Were you born before 1977?

If you were born before February 15, 1977, you need to complete this section. If you were born on or after February 15, 1977, you do not need to provide this information - you can check the `No' response and proceed to section 10.

- ▶ If you give a `Yes' response to the first question, and you have had absences of more than one year before 1977, provide details about those absences in the table provided (if you are not certain of exact dates, provide your best estimate of the month and year).
- ▶ Check a `Yes' or `No' response to indicate if you were a citizen of any countries other than Canada before 1977. If `Yes', provide details in the space provided - country (or countries) of citizenship, date of citizenship, and how citizenship was acquired.

Section 10 - Were you born before 1949?

If you were born before April 1, 1949, you need to complete this section. If you were born on or after April 1, 1949, you do not need to provide this information - you can check the `No' response and proceed to section 11.

- ▶ If you give a `Yes' response to the first question, answer all questions in this section.

Section 11 - Contact information

In this section you must provide the contact information for the applicant.

- ▶ Provide an email address where you can be reached. If the email address is that of a representative, you must indicate their e-mail address in this section and complete the IMM 5476 form.

If applicable, write your e-mail address using a format similar to the following: name@provider.net

Note: By indicating your e-mail address, you're hereby authorizing us to transmit correspondence, including file and personal information to this specific e-mail address.

- ▶ Provide your current home address including your postal code.
- ▶ If your mailing address is different from your home address, indicate your mailing address.

If the mailing address is that of a representative, you must indicate their mailing address in this section and complete the IMM 5476 form.

Note: We only send mail to Canadian and US addresses. If you live outside of Canada and the United States, correspondence will be sent to the Canadian embassy, high commission or consulate where you applied (unless you provided an email address). If you do not want your certificate sent to a mission you need to provide a Canadian or US mailing address.

- ▶ We may need to contact you by phone. Provide the telephone number(s) where you can be reached.

Section 12 - Representative

- ▶ Tell us if someone helped you fill out your forms.
- ▶ If you appoint an individual, firm or organization as your representative, you must complete the
Note that once you appoint a representative, all correspondence from us regarding your application will be directed to them and not to you.

For help completing the _____, see:

Section 13 - Declarations/Permissions/Signatures

- ▶ Read and check off each of the five declarations. If you can attest to the declarations truthfully, **sign** and **date** the application form with the signature you currently use on your other official documents.
- ▶ If the application is for a person under 14 years of age, it must be signed by a parent or guardian in the space provided.

Note: Your application will be returned to you if:

- the form is not signed and dated
- stale-dated (dated more than 90 days before we receive it)
- post-dated (dated into the future)
- you have appointed an individual, firm or organization as your representative and did not submit the *Use of a Representative* form (IMM 5476) with your application or this form was submitted incomplete.
- you appoint a compensated representative who is not a member of the following designated bodies:
 - Immigration consultants who are members in good standing of the Immigration Consultants of Canada Regulatory Council (ICCRC);
 - Lawyers and paralegals who are members in good standing of a Canadian provincial or territorial law society and students-at-law under their supervision; or
 - Notaries who are members in good standing of the *Chambre des notaires du Québec* and students-at-law under their supervision.

7. Your representative's contact information

Name of firm or organization (if applicable)			
If student-at-law, write the name of the supervising lawyer			Supervising lawyer membership ID
Mailing address			
Postal code/ZIP			
Telephone number	Country code	Area code	Number
	()		
Fax number	Country code	Area code	Number
	()		
Email address (if applicable)			

By indicating your representative's e-mail address, you are hereby authorizing Citizenship and Immigration Canada to transmit your file and personal information to this specific email address.

8. Your representative's declaration:

- I declare that the information in Section B is truthful, complete and correct.
- I understand and accept that I am the person appointed by the applicant to conduct business on the applicant or sponsor's behalf with Citizenship and Immigration Canada and Canada Border Services Agency.

Signature of representative

Date

(YYYY-MM-DD)

SECTION C: CANCEL THE APPOINTMENT OF A REPRESENTATIVE

I withdraw my authorization for this person to serve as my representative, to receive information on my case file and to conduct business on my behalf with Citizenship and Immigration Canada and Canada Border Services Agency.

9. Your representative's full name

Family name (Surname)

Given name(s)

Name of firm or organization
(if applicable)
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.

The information you provide on this form is collected under the authority of the *Immigration and Refugee Protection Act* and the *Citizenship Act* and will be used in assessing your application according to the requirements of the Act. It will be retained in a Personal Information Bank identified in **Infosource**. The information may be shared with other organizations such as the Canada Border Services Agency (CBSA), the Royal Canadian Mounted Police (RCMP), the Canadian Security and Intelligence Service (CSIS), where there is an agreement or arrangement with a foreign government, in accordance with subsection 8(2) of the *Privacy Act*. Pursuant to the *Immigration and Refugee Protection Regulations* and the *Citizenship Regulations*, the information may also be shared with a regulatory body that is responsible for governing or investigating the conduct of representatives, such as a provincial and territorial law society, the *Chambre des Notaires du Québec* and the Immigration Consultants of Canada Regulatory Council (ICCRC). 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 in Canadian public libraries.**



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of Canada

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Citizenship application photograph specifications

Photograph and head size specifications



- The face must be square to the camera with a neutral expression, neither frowning nor smiling, with the mouth closed.
- If the photographs do not meet the specifications, you will have to provide new photographs before your application can be processed.

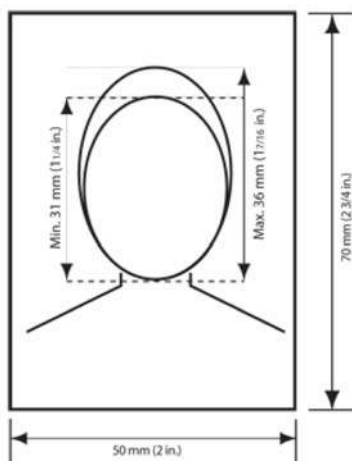
Requirements

- Provide two (2) identical citizenship photographs (except Renunciation applications, where only one (1) photo is required.)
- Your photographs must comply with the specifications below. If the photographs do not meet the specifications, you will have to provide new photographs before your application can be processed.
- Photographs must be printed on quality photographic paper.
- Provide the name of the photographer or the studio, the studio address and the date the photos were taken on the back of the photos
- Print the name of the person on the back of the photos.

Specifications

- The photographs must be identical and taken within the last six months. They may be either black and white or colour.
- The photographs must be clear, well defined and taken against a plain white or light-coloured background.
- If the photographs are digital, they must not be altered in any way.
- Your face must be square to the camera with a neutral expression, neither frowning nor smiling, and with your mouth closed.
- You may wear non-tinted prescription glasses as long as your eyes are clearly visible. Make sure that the frame does not cover any part of your eyes. Sunglasses are not acceptable.
- A hairpiece or other cosmetic accessory is acceptable if it does not disguise your normal appearance.
- If you must wear a head covering for religious reasons, make sure your full facial features are not obscured.

Photograph and head size specifications



- The frame size must be 50 mm x 70 mm (2" x 2 ¾").
- The photographs must show the full front view of the head, with the face in the middle of the photograph, and include the top of the shoulders.
- The size of the head, from chin to crown, must be between 31 mm (1 ¼") and 36 mm (1 7/16").

- Crown means the top of the head or (if obscured by hair or a head covering) where the top of the head or skull would be if it could be seen.
- If the photographs do not meet the specifications, you will have to provide new photographs before your application can be processed.

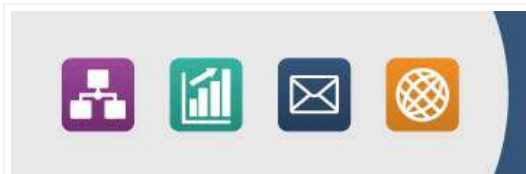
Date Modified:

2017-08-23

Check application status (/english/my_application/status.asp)
Find forms and guides (/english/information/applications/index.asp)
Check processing times (/english/information/times/index.asp)
My account (/english/e-services/account.asp)
Pay your fees (/english/information/fees/index.asp)
Change your address with IRCC (/english/information/change-address.asp)
Get medical or police checks (/english/my_application/checks.asp)

Government of Canada activities and initiatives

Gallery of mobile and web-based applications



(http://open.canada.ca/en/apps?_ga=2.119480777.1582349726.1503424264-1037109847.1501179108)

Browse and download apps that were built both by the Canadian public and the Government of Canada that use open data.

Leaders Today Canada Newsletter



(https://www.canada.ca/en/campaign/prime-ministers-youth-council/youth-newsletter/2017/august.html?utm_source=pm_eng&utm_medium=priority&utm_campaign=august)

The newsletter for young people taking action to create a better Canada and a better world.

Wildfires in British Columbia



(<https://www.canada.ca/en/campaign/wildfires-in-british-columbia.html>)

Forest and wildfires can cause extensive damage and put lives in danger.