

# IMM1000/RECORD OF LANDING - Amend 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](mailto: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  
60 N CENTRE RD  
P.O. BOX 27060  
LONDON, ONTARIO  
N5X 3W1**

*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 IRCC 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**  
Also review last page "[Document Checklist](#)"
- 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:  
 \$314.25

Including:  
Immigroup Fee: \$225  
HST: \$29.25  
Government Fee: \$30  
Courier Fee: \$30

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

#### URGENT SERVICE

Total fees:  
 \$512.00

Including:  
Immigroup Fee: \$400  
HST: \$52  
Government Fee: \$30  
Courier Fee: \$30

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

#### 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 documents using Immigroup as my representative
- \* Government fees can be higher than stated on this application

Signature