

Cairo Visa Office

Additional Document Checklist

Temporary Resident Visa



This additional document checklist is one of the forms that you need to submit with your application.

If your documents are in a language other than English or French, you must include a certified translation. If you do not provide a copy, **your original documents will be kept on file.**

False statements or submission of fraudulent documents will result in immediate refusal and possible ban from Canada for 5 years.

Gather your documents in order of the checklist and check each item.

Do not finalize travel plans unless you have received your visa from the Embassy of Canada in Cairo.

Ce document est également disponible en français.

Please note that we do not interview most applicants. You will only be called for an interview if the case officer has specific questions and believes they will best be addressed at an interview. If you wish to bring factors that were not captured in the questions on the application form to the officer's attention, include them on a separate sheet and attach it to your application.

I hereby declare my intention to submit my application having reviewed and understood the above-noted information. In addition, I am fully aware of the required and suggested documents outlined in this form. Having reviewed and understood these requirements, I am prepared to submit my application for a Temporary Resident Visa with the attached documents.

I realize that any omission of the required and suggested documents may result in the refusal of my application for a visa to Canada.

Applicant's signature: _____

Date: _____



You must submit:

☐ Photographs:

- You must provide **two photographs**, meeting [photograph specifications](#), for each applicant, signed, dated and taken in the past six (6) months.
- Write the name and birth date of the individual on the back of each photo.

☐ Passport:

- You must provide a **valid passport** from each person requiring a temporary resident visa.
 - Each passport should be valid for at least six (6) months from the date of travel to Canada.
- You must include **all cancelled or expired passports**, if applicable as well.

☐ Proof of funds:

- You must provide **proof of financial support** to cover the expenses for the duration of your visit:
 - Any additional relevant documentation (employment letter, pay slips, proof of pension, business registration, investments, etc.).
- **If you are not paying for your own trip:**
 - You must provide a letter signed by the person paying and a photocopy of their passport, or other official identification with photo and a bank certificate proving that they have sufficient funds;
 - Describe how this person is related to you.
 - These documents must be dated within three months of the date on which the application is submitted.

Note: Some inviters or hosts may prefer not to provide their personal information directly to the applicant for submission to the Visa Office. In this case, please enclose a note to this effect. Please be advised that this may lead to slower processing in some cases.

☐ Purpose of your trip:

- You must explain the purpose of your trip:
 - details of your itinerary in Canada, provisional travel arrangements (airline or hotel booking);
 - letter of invitation from the person or business you will visit;
 - registration at a conference;
 - letter from your employer (as applicable).



If applicable, you must also submit:

☐ **Schedule 1:**

- If you have answered “yes” to any of the background information questions on the application form, provide a completed and signed [Schedule 1](#) form (Application for Temporary Resident Visa – IMM 5257 SCH1) and include it with your application.

☐ **Employment:**

- You must provide a **letter from your employer** (with company address and phone number) indicating:
 - your job title, date hired, salary;
 - the name of your supervisor;
 - the period of leave authorized.
- **If you are travelling on business**, outline the purpose of your trip, and include the names and addresses of the companies you will visit.
- **If you are self-employed**, provide evidence of your business (business registration, license and financial documents etc.).

☐ **Business Owner:**

- If you own a **company or business**, you must provide the following documents (originals):
 - Commercial registration;
 - Tax certificate;
 - Corporate bank statement for at least the last six (6) months; and
 - As much evidence as possible of on-going business and volume of activity. For example, if you own an export/import company, you must provide your license to import and export, shipment invoices or customs clearance documents.
 - The social insurance document (ta’ameenat egtema’eia)

☐ **Students:**

- You must provide a proof of current studies such as an official document confirming your registration as a student at an academic institution.



☐ **Religious Workers:**

- If you are a religious worker, you must provide:
 - A copy of invitation sent by inviting organization (for example: mosque, church or association); and
 - A letter from the Egyptian Ministry of Endowment (Awkaf) or letter from your church in Egypt indicating purpose of travel and who will cover the travel expenses.

☐ **Minor Children:**

- If the **applicant is under the age of 18 and is travelling alone**, both parents must go to the VAC to authorize the application or submit a notarized statement allowing the child to travel to Canada.

☐ **75 years old or older:**

- If you are **75 years old or older**, you must provide a proof of health insurance to cover the period of travel to Canada.

☐ **Family Information Form:**

- You must provide the Family Information Form ([IMM 5707](#)), fully completed, dated and signed.