
IMMIGRATION Canada

Temporary Resident Visa

Nairobi Visa Office Instructions

For the following countries:

Djibouti, Eritrea, Ethiopia,
Kenya, Somalia, South Sudan



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This application is made available free by
Immigration, Refugees and Citizenship
Canada and is not to be sold to
applicants.

**Cette trousse est également
disponible en français**

Application for a temporary resident visa – checklist

Please read this kit carefully before submitting your application. The documentation you provide with your application is necessary to establish that your entry to Canada would not be contrary to the *Immigration and Refugee Protection Act*. You must sign and date your own application. IRCC may refuse your application if you fail to provide complete, truthful, and accurate materials.

IRCC will assess your Temporary Resident Visa application based on the documents you submit. Please ensure that you submit all relevant documents as outlined in this application kit.

You must submit all documents at the same time as your application and processing fee. IRCC will only accept documents in English or French. You must include a certified translation with any document that is not in English or French.

Warning: Providing fraudulent documentation or false information is a grave offence. If you or someone acting on your behalf directly or indirectly omits or misrepresents material facts relating to your application for a Temporary Resident Visa:

- your application will be refused;
- the circumstances of your refusal will be entered into Canada's global immigration database; and
- you could become inadmissible to Canada for five years under section 40 (2) of the *Immigration and Refugee Protection Act*.

Failure to submit all required documentation may result in the refusal of your application or processing delays.

Note: the submission of an application with the documents listed below does not guarantee the issuance of a visa. The visa officer may also request additional documents before a decision is taken.

Complete and place this checklist on top of your application.

You must submit the following items:	✓
Two photographs , meeting the photograph specifications, for each applicant (scanned photos are not acceptable). Signed, dated and taken in the past 6 months. Applicants who need to give their biometrics do not need to submit paper photographs.	<input type="checkbox"/>
Consent to verification of documents form.	<input type="checkbox"/>
Family Information Form IMM 5707 , fully completed, dated and signed.	<input type="checkbox"/>
Completed and signed Schedule 1 form (Application for Temporary Resident Visa – IMM 5257B).	<input type="checkbox"/>
IMPORTANT: For all the following required documents you must submit PHOTOCOPIES ONLY. No documents will be returned to you once your application has been processed	✓
Valid passport from each applicant. Your passport should be valid for at least six months from the date of travel to Canada. The validity of a visa cannot go beyond the	<input type="checkbox"/>

<p>validity of the passport. If there are not at least 2 blank pages, you will have to obtain a new passport (no additional sheets).</p> <p>Include all cancelled or expired passports as proof of previous trips.</p> <p>If you do not reside in your country of citizenship, please provide your work permit or temporary stay permit.</p>	<input type="checkbox"/>
<p>Proof of sufficient funds to cover expenses for the duration of your visit.</p>	<input type="checkbox"/>
<p>CAN+ If you have travelled to Canada in the last ten (10) years or currently hold a valid United States nonimmigrant visa and can provide proof (entry stamps in passport, proof of the valid visa), no proof of financial support is needed.</p> <p>For all others, provide proof of financial support to cover the expenses for the duration of your visit:</p> <p><input type="checkbox"/> Copies of bank statements or bank book covering the past three months.</p> <p><input type="checkbox"/> Any additional relevant documentation (employment letter, pay slips, proof of pension, business registration, investments, etc.)</p> <p>If you are not paying for your own trip:</p> <p><input type="checkbox"/> 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.</p> <p><input type="checkbox"/> Describe how this person is related to you.</p> <p><input type="checkbox"/> These documents must be dated within three months of the date on which the application is submitted.</p>	<input type="checkbox"/>
<p>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).</p>	<input type="checkbox"/>
<p>Other documents (family, financial, employment, property ties) in order to satisfy the officer that you will return to your country of residence after your visit.</p>	<input type="checkbox"/>
<p>If applicable, you must also submit:</p>	<input checked="" type="checkbox"/>
<p>A letter from your employer, stating your employment status, your length of service, your position, salary and allowances, authorization of leave for length of stay in Canada, and the date you are expected to return to work. If you are travelling on business, the letter should also outline the purpose of your trip, and include the names and addresses of the companies you will visit. If you are self-employed, please provide evidence of your business (business registration, license and financial documents etc.).</p>	<input type="checkbox"/>

<p>If you are planning to visit a friend or relative, please provide a letter of invitation.</p> <p>In addition, your host in Canada may, if they wish, submit documents to support your application, including the following:</p> <ul style="list-style-type: none"> • Immigration status of host in Canada, such as photocopy of the host’s Canadian permanent resident card, passport, or citizenship card.* 	<input type="checkbox"/>
<p>For Business trip, please provide:</p> <ul style="list-style-type: none"> • Business registration • Financial documents: for example : income tax statements, accounting documents, end of year financial report, bank statements, • Official invitation from your business contacts in Canada inviting you with all required information (names, addresses, telephone and fax numbers, purpose and length of trip, and funding arrangements 	<input type="checkbox"/>
<p>For a conference, training or official visit, please provide:</p> <ul style="list-style-type: none"> • Mission order (government), Verbal Note • Letter from your employer confirming your trip, stamped, signed and dated within the current month with a detailed reason for travel, length of stay, and the position of the traveler • Official invitation from your Canadian contacts, including the names of the travelers and their positions, • Proof of registration for a conference • Proof of financial support for travel expenses, transportation and expenses during your stay in Canada. 	<input type="checkbox"/>
<p>Proof of enrolment in school - a current letter and transcript from the educational institution you are attending.</p>	<input type="checkbox"/>
<p>Marriage Certificate and Birth Certificates for each family member applying for a visa.</p>	<input type="checkbox"/>
<p>For Parents and Grandparents Super Visa, please provide:</p> <p>Proof that you have private medical insurance valid for a minimum of one year from a Canadian insurance company and that:</p> <ul style="list-style-type: none"> • Covers health care, hospitalization and repatriation; • Provides a minimum coverage of \$100,000; and • Is valid for each entry to Canada and available for review by a port of entry officer. <p>From your inviters:</p>	<input type="checkbox"/>

<p><input type="checkbox"/> A written and signed invitation letter promising financial support for the duration of your visit</p> <p><input type="checkbox"/> A list showing the number of people in the inviter’s household</p> <p><input type="checkbox"/> A copy of the inviter’s citizenship or immigration status document (e.g. Permanent Resident Card – please copy both sides)</p> <p><input type="checkbox"/> Proof of inviter’s ability to provide promised financial support in the form of independent, third party documentation from a Canadian source which is reliable or easily verifiable. For example, but not limited to: Canada Revenue Agency Notice of Assessments [NOA], employment letters showing salary, pay stubs, banks statements, Statements of Remuneration Paid or financial statements prepared by a licensed professional.</p>	
<p>For children travelling alone or with only one parent:</p> <ul style="list-style-type: none"> • letter of consent signed by the non-accompanying parent(s) • copy of photo ID with signature for the non-accompanying parent(s) • child’s birth certificate 	<input type="checkbox"/>

Note: The visa officer may request additional documents or a personal interview.

Consent to verification of documents

1. Applicant

I, (print full name) _____ consent to the release to Citizenship and Immigration, Refugees and Citizenship Canada (IRCC) and Canada Border Services Agency (CBSA) by the issuing authorities all information required for the purpose of verifying the documents I have submitted in support of this application.

Signature: _____

Date: _____

2. Parent or Guardian (if applicable)

I, (print full name) _____ consent to the release to Citizenship and Immigration, Refugees and Citizenship Canada (IRCC) and Canada Border Services Agency (CBSA) by the issuing authorities all information requested for the purpose of verifying the documents I have submitted in support of this application.

Signature: _____

Date: _____