
IMMIGRATION Canada

Temporary Resident Visa

Riyadh Visa Office Instructions



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**Cette trousse est également disponible en
français**

Application for a Temporary Resident Visa – Checklist

Embassy of Canada in Riyadh, Saudi Arabia

Thank you for your interest in visiting Canada. Please read the following carefully before submitting your application.

You are responsible for completing the application properly and for providing the complete documentation requested. Doing so increases your chances of receiving a favourable decision within our estimated processing times.

- Any document not in English or French must be accompanied by a certified translation
- Please provide only photocopies of all documents unless specified, as we do not return any documents. However, note that we reserve the right to request the original of any document provided.
- Each individual, including children, must submit their own application forms.
- False statements or submission of fraudulent documents will result in refusal.
- You may provide additional documentation to satisfy the Migration Officer that you meet the requirements for issuance of a Temporary Resident Visa.
- Please print double-sided whenever possible.

ALL applicants must submit the following:	√
Application for Temporary Resident Visa (IMM5257) form, fully completed, dated and signed. Note: This form must be completed on a computer and it must be validated to generate a barcode. Print the barcode page and place it on the top of your application.	<input type="checkbox"/>
Family information (IMM 5707) form, fully completed, dated and signed for each applicant over 18. You must answer every question. If not applicable, write N/A.	<input type="checkbox"/>
Schedule 1 (IMM 5257B) form, fully completed, dated and signed <i>only</i> if you have answered “Yes” to any of the background information questions on the application form or if you would like to show your travel history.	<input type="checkbox"/>
This checklist	<input type="checkbox"/>
Two photos , meeting the photograph specifications . Write the name and date of birth on the back of each photo and staple them to the application form without marking the face. Note: If you need to give your biometrics as part of your application, you do NOT need to include paper photos with your application. Your photo will be taken when you give your	<input type="checkbox"/>

biometrics.	
<p>Valid passport or travel document: You must include your original passport or travel document and a copy of the photo page (bio-data page) with the application.</p> <ul style="list-style-type: none"> • The passport you intend to travel with MUST be submitted with the application. • The passport must be valid for a minimum of six months upon arrival at the Canadian Port of Entry. • The visa validity will not be longer than the validity of your passport, even for multiple-entry visas. • We do not accept passports including more than one person. One passport per person is required. Children must each have their own passport. • You may also submit any previous passports you have used in order to show your previous travel history. 	<input type="checkbox"/>
<p>CAN+ If you have travelled to Canada in the last ten (10) years or currently hold a valid United States non-immigrant 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> <ul style="list-style-type: none"> • Copies of bank statements or bank book covering the past three months. • Any additional relevant documentation (employer letter, pay slips, proof of pension, business registration or trade licence, investments, etc.) <p>Note: Employment letters should be certified by the Saudi Chamber of Commerce and should state position, salary, length of service, dates of contract and dates of authorized leave.</p>	<input type="checkbox"/>
<p>If you are not paying for your own trip:</p> <ul style="list-style-type: none"> • 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. <p>These documents must be dated within three months of the date on which the application is submitted.</p>	<input type="checkbox"/>
<p>Proof of fee payment. Fees can be paid online or at the Visa Application Centre. If paying online, print the receipt and attach it to your application below the barcode page. Please ensure to include the application processing fee and, if applicable, the biometric fee.</p>	<input type="checkbox"/>
Non-Saudi citizens should also submit:	√

Proof of present immigration status: copy of Saudi Residence Permit/Iqama as well as copy of exit and re-entry visa.	<input type="checkbox"/>
If you are applying to visit Canada for tourism:	√
Travel plan, noting any other countries you will be visiting on your trip.	<input type="checkbox"/>
Names of other individuals (not included on your family information form) with whom you are travelling	<input type="checkbox"/>
If you are applying to visit family or friends in Canada:	√
Invitation letter (can be copy of email) along with evidence of their legal authorization to be in Canada (copy temporary resident status, permanent resident card, citizenship certificate or Canadian passport). DO NOT have relatives or friends send the documentation directly to the embassy. Provide the letter with your application.	<input type="checkbox"/>
If you are applying for a parents and grandparents super visa:	√
A letter of invitation from your child or grandchild residing in Canada as a permanent resident or Canadian citizen. Note: You must also include your host child or host grandchild's family composition (dependants, including spouse, children, or other relatives that are financially dependent on your host).	<input type="checkbox"/>
One of the following documents to prove that your child or grandchild meets the Low Income Cut-Off (LICO) minimum: <ul style="list-style-type: none"> • Most recent copy of the Notice of Assessment; • Most recent copy of the T4 or T1; • Letter from employer stating title, job description and salary; • Employment insurance pay stubs; • If self-employed, a letter from an accountant confirming their annual income; • Proof of other sources of income (pension statement investments, etc.). 	<input type="checkbox"/>
Evidence of the parent or grandparent relationship to the Canadian citizen or permanent resident you wish to visit (copy of birth certificate, baptismal certificate or other official document naming you as parent or grandparent).	<input type="checkbox"/>
Proof of private medical coverage for a minimum of one year with a Canadian insurance company (copy of the insurance certificate or policy)	<input type="checkbox"/>

If you are applying to visit Canada for business:	√
<p>Company to company international business activities:</p> <p>Invitation letter from the party in Canada with whom you will conduct direct business. This letter must include:</p> <ul style="list-style-type: none"> • The company name; • full name of the inviter and title; • business address, email, website address, telephone numbers; • a brief summary of the reasons for the invitation including: details of the business activities; duration of trip, statement specifying who will be responsible for all expenses related to the trip. <p>And a letter from your employer, confirming:</p> <ul style="list-style-type: none"> • Your employment and title; • the purpose of your trip; • who is covering the expenses; • the full name of the company; • company contact name, address, email and telephone number. 	<input type="checkbox"/>
<p>Attending trade show or other business conference:</p> <p>A letter from the conference organizer confirming your registration</p> <p>And a letter from your employer, confirming:</p> <ul style="list-style-type: none"> • Your employment and title; • the purpose of your trip; • who is covering the expenses; • the full name of the company; • company contact name, address, email and telephone number. 	<input type="checkbox"/>
If you are a returning student holding a valid Study Permit:	√
Copy of your valid Study Permit	<input type="checkbox"/>
Proof of good standing at the school where you are studying, such as transcripts showing academic performance or a letter of good standing and anticipated return.	<input type="checkbox"/>
If you are a returning worker holding a valid Work Permit:	√
Copy of your valid Work Permit	<input type="checkbox"/>

Confirmation of employment from your current employer, if applicable	<input type="checkbox"/>
If you are travelling to Canada for short-term studies (6 months or less)	√
A Letter of Acceptance from the Admissions or Registrar's Office of a Canadian school showing the exact amount of tuition fees you are required to pay, the anticipated start and end dates and the latest date you may register.	<input type="checkbox"/>
Tuition receipts if paid.	<input type="checkbox"/>
Letter of explanation (your reasons for studying in Canada).	<input type="checkbox"/>
A copy of the highest diploma you have obtained.	<input type="checkbox"/>
If you are transiting through Canada:	√
Copy of your air ticket and travel itinerary. Please indicate the number of times you will be entering Canada, and the dates and times for each entry and exit.	<input type="checkbox"/>
A valid visa for country of final destination, if applicable.	<input type="checkbox"/>
Minors travelling alone or with one parent:	√
Family information (IMM 5707) form, fully completed, dated and signed. You must answer every question. If not applicable, write N/A.	<input type="checkbox"/>
Proof of custody or a consent letter from the non-accompanying parent. Consent letters must be signed and accompanied by a copy of the non-accompanying parent(s)' identity document with signature (e.g. signed passport or other ID card).	<input type="checkbox"/>
If you will be accessing medical services in Canada:	√

Letter from a physician in Canada confirming you will be under their care.	<input type="checkbox"/>
Proof of insurance or sufficient funds to cover costs of services.	<input type="checkbox"/>
If Applicable:	√
Use of Representative (IMM5476) form, if you used the services of a representative to prepare your application.	<input type="checkbox"/>
Authority to Release Personal Information to a Designated Individual (IMM 5475) form, if you authorize Immigration, Refugees and Citizenship Canada (IRCC) and the Canada Border Services Agency (CBSA) to release information from your case file to someone other than yourself.	<input type="checkbox"/>
Statutory Declaration of Common-law Union (IMM5409) form, if this applies to your family situation.	<input type="checkbox"/>