



# DOCUMENT CHECKLIST

## APPLICATION FOR GRANT OF CITIZENSHIP FOR STATELESS PERSONS BORN TO A CANADIAN PARENT (SUBSECTION 5(5))

Send the following documents with your application. Check  each box once you enclose the item.

**Failure to provide the necessary documents will result in delays in the processing of your application.**

If you are 18 years of age and older, you are considered the applicant. If you are applying on behalf of a person under 18 years, the child is the applicant.

### I have enclosed the following items:

#### FORMS (Originals)

- Application for Grant of Citizenship for Stateless Persons born to a Canadian Parent (Subsection 5(5)) (CIT 0497) - completed, signed and dated
- Completed Use of a Representative (IMM 5476), if you have appointed a representative

#### OPTIONAL (Originals)

- Request form for a Change of Sex Designation (CIT 0404) - completed, signed and dated

#### CLEAR CERTIFIED COPIES OF DOCUMENTS

- The applicant's **birth certificate** showing proof of date/place of birth and parentage.
- Proof of parent(s) Canadian citizenship at the time of the applicant's birth:
  - Birth certificate, **or**
  - Citizenship certificate, **or**
  - Registration of Birth Abroad certificate, **or**
  - Certificate of retention.
- Proof that the applicant has always been stateless:
  - A letter from the country (or countries) where you were born and have resided **confirming you have never been** a citizen or national of that country (or countries); and
  - Evidence of parents' citizenship or nationalities, including a letter or similar document from a country where your parent(s) have another citizenship (other than Canadian) or nationality, or where they resided, confirming you have not acquired citizenship or nationality by descent through them.
- Proof of physical presence in Canada such as document(s) you used to enter Canada (if applicable).

Examples include:

  - Temporary Residence Permit;
  - Other immigration document;
  - Travel documents including those issued by the International Committee of the Red Cross or the International Organization for Migration.

Other documents that will demonstrate physical presence.

Examples include:

  - Canada Revenue Agency completed "Notice of Assessment" ;
  - Proof of attendance at a school which can include transcripts of marks, report cards, letter of confirmation of attendance or record or attendance;
  - Health records detailing the dates at which medical services were received;
  - Immunization records for children.

**CLEAR CERTIFIED COPIES OF THE IDENTIFICATION DOCUMENTS (continued)**

- Two (2) pieces of personal identification, both pieces of identification should show your name and date of birth, one of which **must have your photo** on it such as:**
- A provincial/territorial driver's licence;
  - A provincial/territorial health insurance card;
  - A school identification card;
  - A hospital or immunization record (for pre-school aged children).

**Note:** If you do not have a piece of photo identification, you must explain why.

**ORIGINALS OF PHOTOS**

- Two (2) citizenship photos. See the *Citizenship Photograph Specifications* page.

**FEE, WHERE APPLICABLE**

- Copy of the receipt showing the total amount paid

**ORIGINALS OF OTHER DOCUMENTS, AS APPLICABLE**

- Translations of all documents that are not in English or French;  
AND
- An affidavit from the person who completed the translations.

**Mail your fully completed application form and all required documents to:**

Case Processing Centre, Sydney - Grant Statelessness  
P.O. Box 12000,  
Sydney, Nova Scotia  
B1P 7C2  
CANADA