




DOCUMENT CHECKLIST

PERMANENT RESIDENCE - IMMIGRANT INVESTOR VENTURE CAPITAL CLASS

This document is available in PDF format only. You need to mail this form and other documents with your application. Please make sure you print this document, complete it and include it in your application as **the cover page**.

The checklist of required documents is subject to change. Applicants are advised to refer to the application kit on the CIC website periodically while preparing their application to ensure that they have included all forms and documents listed on the most up-to-date checklist.

Gather your documents **in the order of the checklist** and check each item. Attach small items such as photos and certified cheques with a paper clip, otherwise leave documents unbound. Place all documents in a sealed envelope. If your documents are not in English or French, send a notarized (certified) translation with a copy of the original version. Do not send any additional documents when submitting your application to the Centralized Intake Office in Sydney, Nova Scotia.

 **Note: If you are unable to provide any of the requested documentation, include with your application a written explanation with full details as to why that documentation is unavailable and any documentation that would support your claim. If your application lacks any of the documents without a reasonable justification, it will be returned to you or in certain circumstances could result in the refusal of your application.**

IMPORTANT NOTICE: Answer all questions and sign all forms where applicable. Please note that by signing these documents, you are certifying that all information provided therein, whether prepared by you or not, is complete and true in all respects.

If you or someone acting on your behalf directly or indirectly submits false documents or misrepresents facts relating to your application for a permanent resident visa:

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

The officer will base his/her decision on the documents on file at the time of the assessment. In the following circumstances, it is your responsibility to notify the visa office processing your case and provide the relevant supporting documentation if there are changes in the following:

- family status (e.g. marriage or common-law union, divorce, annulment, legal separation, birth, adoption, death of the principal applicant or any accompanying family member, including grandchildren born to dependent children); or
- education (e.g. completion of another degree); or
- mailing address/e-mail address/contact information.

Any changes which we have not been informed of will delay processing or may result in the refusal of the application or the exclusion of a family member.

Forms and supporting documents (to be completed by all applicants)

See the "Complete the application" section on our [website](#) for specific instructions on how to complete the questions on each of the forms.

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|  <p>Do not submit originals unless otherwise stated as documents will not be returned.</p> <p>Original or certified copies of documents or more information may be requested by an officer at a later date. You must keep a copy of the completed forms and all documents before sending them to CIC.</p> | Format | |
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FORMS LIST

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| 1 | <p>Generic Application Form to Canada (IMM 0008) Completed, dated and signed by the principal applicant.</p> | Original | <input type="checkbox"/> |
| 2 | <p>Additional Dependants/Declaration (IMM 0008DEP) (if applicable) Completed, dated and signed by the principal applicant if the applicant has more than five dependants (whether they are accompanying or not).</p> | Original | <input type="checkbox"/> |
| 3 | <p>Schedule A: Background/Declaration (IMM 5669) Completed, dated and signed by everyone in the following list:</p> <ul style="list-style-type: none"> • the principal applicant • spouse or common-law partner (whether they are accompanying or not) • each dependent child over the age of 18 years (whether they are accompanying or not) | Original | <input type="checkbox"/> |
| 4 | <p>Schedule 17: Business Immigration Programs – Immigrant Investor Venture Capital Class (IMM 0008 - Schedule 17) Completed, dated and signed by the principal applicant.</p> | Original | <input type="checkbox"/> |
| 5 | <p>Use of a Representative (IMM 5476) (if applicable) Complete, date, sign and include this form in your application if you have a paid or unpaid representative.</p> | Original | <input type="checkbox"/> |

DOCUMENTS LIST

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| 6 | <p>Travel documents and passports</p> <p>Passports or travel documents for you, your spouse or common-law partner and your dependent children. Include only copies of pages showing:</p> <ul style="list-style-type: none"> • the passport number • date of issue and expiry • photo, name, date and place of birth • pages showing any amendments in name, date of birth, expiration, etc. <p>You must hold a valid regular passport. Diplomatic, official, service or public affairs passports are not valid for immigration to Canada.</p> | Copies | <input type="checkbox"/> |
| 7 | <p>Proof of Language Proficiency</p> <p>For you as the principal applicant, original designated language proficiency test results:</p> <ul style="list-style-type: none"> • CELPIP (General or General-2014 test only); OR • IELTS (General Training test only); OR • TEF. <p>Note: Language proficiency test results must indicate that you meet the required proficiency level in English or French and be less than two years old at the time you apply.</p> | Original | <input type="checkbox"/> |

| DOCUMENTS LIST (continued) | | Format |
|----------------------------|---|---------------------------------|
| 8 | <p><i>Proof of Education</i></p> <p><i>For you as the principal applicant:</i></p> <ul style="list-style-type: none"> • proof of a completed Canadian credential; OR • proof of a completed foreign educational AND an original Educational Credential Assessment (ECA) report issued by a designated organization. <p>Note: your ECA report must have been issued on or after the date on which the organization was designated by CIC and must be less than five years old at the time you apply.</p> <p>Proof of your completed educational credential can include copies of your post-secondary education documents (certificates, diplomas or degrees) and transcripts for successfully completed post-secondary studies, if available.</p> <p>Note: If you wish to claim an exemption to the requirement to provide proof of education because you will be able to demonstrate a personal net worth of CDN \$50 million or more, you must submit a Request for Exemption – Proof of Education at the time you apply.</p> | Copies, unless otherwise stated |
| 9 | <p><i>Fee Payment</i></p> <p>Consult the "Pay the fees" section in the instruction guide for further information.</p> | |

MAILING YOUR APPLICATION

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| 10 | <p><i>Mail the following to the Centralized Intake Office in Sydney, Nova Scotia:</i></p> <ul style="list-style-type: none"> • this document checklist • your complete application (only one application per envelope will be accepted) • supporting documents required in this checklist, and • include 2 self-addressed mailing labels: <ul style="list-style-type: none"> • one in English or French, and • one in the official language of your country of residence. <p>Consult the "Mail the application" section of the instruction guide for specific instructions on mailing your application.</p> | Original |
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