



VIP PASSPORT SERVICES, INC

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CANADA VISAS

NON-US PASSPORT HOLDERS

THE CANADIAN VISA PROCESSING CENTERS WILL ONLY PROCESS APPLICATIONS RECEIVED IN PERSON OR VIA FEDEX. PLEASE USE THE FOLLOWING INFORMATION TO COMPLETE THE APPLICATION(S) AND GATHER THE NECESSARY DOCUMENTS FOR PROCESSING YOUR VISA REQUEST.

THANKS,
VIP PASSPORT SERVICES, INC.

Visitor Visa



You do not need a visa to visit or transit in Canada if you are an American citizen or a permanent resident with an alien registration card (Green card), unless you are inadmissible.

There are a number of reasons you can be found inadmissible. [Make sure you are admissible.](#)



If you hold a passport from any other country, find out if you need:

- [A visitor visa to enter Canada as a visitor. >>](#)
- [To give biometrics \(fingerprints and photograph\) when applying for a visitor visa \(effective September 4, 2013.\) >>](#)

Carry Proper Identification

- For U.S. citizens, acceptable documents to prove this status include the US passport, a birth certificate or naturalization certificate. However, U.S. citizens will be required to show a valid U.S. passports to re-enter the United States.
- For U.S. permanent residents, acceptable documents to prove this status include a valid green card, and a valid I-551 endorsement in their passport. It is also advisable to bring a valid picture ID, such as a driver's license.
- Cruise passengers: if you go on a cruise that will pass through Canadian territory, you must apply for a Visitor Visa (not a transit visa) if you require a visitor visa to enter Canada. This is regardless of whether or not you intend to go ashore.

Apply for Visitor Visa

[Apply Online](#)



[To apply online you must have access to a scanner or camera to create electronic copies of your documents for submission. You must also have a valid credit card for payment.](#)

[Apply on Paper](#)



[Read the instruction guide carefully and use the document checklist. The completed application MUST include the barcode page.](#)

Documents / Forms/Checklists

This page hosts the forms and checklists required for your application. Please click on the relevant file to download it. For assistance in determining what type of application you will be submitting, please contact the VAC. (see **Application Centres** section)

New York: ny-info@csc-cvac.com

Los Angeles: la-info@csc-cvac.com

Each application must include the following:

- **Completed and Signed Corresponding Forms** for the appropriate type of travel. Please see tables provided below.
- **Signed VAC Consent Form:** Two copies per applicant.
- **VAC Service Charge per applicant.**
- You **must** print out the relevant **checklist**, mark each document you are submitting, and include the checklist with your application.

Temporary Resident Visa (visitor / tourist)

- **VAC Consent Form**
- **Visitor Form – IMM 5257** (Please note that using a MAC computer does not allow you to print the 2D barcodes, only a PC computer does)
- **Family Information Form – IMM 5645**
- **Additional Document Checklist – IMM 5484**
- **Photograph Specifications**

Checklist:

- **Checklist of Documents – Temporary Resident Visa (visitor / tourist)**

If applicable to your situation:

- **Find out if you need to give biometrics**
- **Visitor Form – Schedule 1**
- **Authority to Release Personal Information to a Designated Individual Form - IMM 5475**
- **Instructions – Use of a Representative Form IMM 5561**
- **Representative Form - IMM 5476**
- **Statutory Declaration of Common-Law Union Form - IMM 5409**
- **"Custodianship Declaration- Custodian for Minors studying in Canada" Form A** photocopy of the child's birth certificate and a photocopy of the passport (or an identity document with signature) for each parent or for the legal guardian **MUST** be attached.

Note : All applications for Study Permits should be sent to the Visa Application Centre in **Los Angeles**. The VAC in New York is only authorized to receive Study Permit applications from Bermuda residents, for more information visit the Consulate General of Canada in **New York website**.

Study Permit

- **VAC Consent Form**
- **Study Permit Form - IMM 1294** (Please note that using a MAC computer does not allow you to print the 2D barcodes, only a PC computer does)
- **Family Information Form – IMM 5645**
- **Photograph Specifications**

Checklist:

- **Checklist of Documents - Study Permits**

If applicable to your situation:

- **Find out if you need to give biometrics**
- **Instructions - Use of a Representative Form IMM 5561**
- **Representative Form - IMM 5476**
- **Statutory Declaration of Common-Law Union Form - IMM 5409**
- **"Custodianship Declaration- Custodian for Minors studying in Canada" Form A**
photocopy of the child's birth certificate and a photocopy of the passport (or an identity document with signature) for each parent or for the legal guardian **MUST** be attached.

Note : All applications for Work Permits should be sent to the Visa Application Centre in New York. The VAC in Los Angeles DOES NOT process Work Permit applications.

Work Permit

- **VAC Consent Form**
- **Work Permit Form - IMM 1295** (Please note that using a MAC computer does not allow you to print the 2D barcodes, only a PC computer does)
- **Family Information Form – IMM 5645**
- **Photograph Specifications**

Checklist:

- **Checklist of Documents - Work Permits**

If applicable to your situation:

- **Find out if you need to give biometrics**
- **Instructions - Use of a Representative Form IMM 5561**
- **Representative Form - IMM 5476**
- **Statutory Declaration of Common-Law Union Form - IMM 5409**
- **"Custodianship Declaration- Custodian for Minors studying in Canada" Form A**
photocopy of the child's birth certificate and a photocopy of the passport (or an identity document with signature) for each parent or for the legal guardian **MUST** be attached.

Permanent Resident Travel Document

- **VAC Consent Form**
- **Application for a Travel Document – IMM 5524**
- **Photograph Specifications**

Checklist:

- **Checklist of Documents – PR Travel Document**

Other CIC Forms

The application forms below are offered in PDF format at the Citizenship and Immigration Canada (CIC) website using this link: <http://www.cic.gc.ca/english/information/applications/index.asp>

- IMM 5708 application to change conditions / extend stay as visitor
- IMM 5709 application to change conditions / extend stay as student
- IMM 5710 application to change conditions / extend stay as worker

Africa and Middle East

Visa Office	Processing Times IN DAYS <u>(based on a complete application package)</u>
Cairo – Egypt	33
Dakar – Senegal	15
Harare – Zimbabwe	-
Lagos – Nigeria	56
Nairobi – Kenya	12
Pretoria – South Africa	16
Rabat – Morocco	10
Riyadh – Saudi Arabia	23
Tel Aviv – Israel	23
Tunis – Tunisia	52

Asia and Pacific

Visa Office	Processing Times IN DAYS <u>(based on a complete application package)</u>
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Asia and Pacific

Visa Office	Processing Times IN DAYS <u>(based on a complete application package)</u>
Bangkok – Thailand	18
Beijing – China	13
Chandigarh – India	16
Colombo – Sri Lanka	26
Ho Chi Minh – Vietnam	27
Hong Kong – China	10
Islamabad – Pakistan	73
Jakarta – Indonesia	5
Manila – Philippines	9
New Delhi – India	8
Shanghai – China	16
Singapore – Singapore	20
Sydney – Australia	25

Europe

Visa Office	Processing Times IN DAYS <u>(based on a complete application package)</u>
Bucharest – Romania	16
Kyiv – Ukraine	8
London – United Kingdom	16
Moscow – Russia	36
Paris – France	10
Prague – Czech Republic	12
Rome – Italy	21
Vienna – Austria	30
Warsaw – Poland	8

Americas

Visa Office	Processing Times IN DAYS <u>(based on a complete application package)</u>
Bogota – Colombia	14

Americas

Visa Office	Processing Times IN DAYS <u>(based on a complete application package)</u>
Buenos Aires – Argentina	7
Guatemala City – Guatemala	41
Havana – Cuba	19
Kingston – Jamaica	35
Lima – Peru	7
Los Angeles – United States	33
Mexico City – Mexico	9
New York – United States	42
Port-au-Prince – Haiti	30
Port of Spain – Trinidad and Tobago	13
Santiago – Chile	12
Santo Domingo – Dominican Republic	11
Sao Paulo – Brazil	11

Notes

- The Call Centre does not have information about applications processed outside Canada.
- (-) indicates that not enough data are available. Processing times are shown only where an office has finalized 10 or more cases in the past 12 months.

Date Modified:

2014-11-18