

CROWN IMMIGRATION CORPORATION

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PARENT(S) / GRANDPARENT(S) SPONSORSHIP UNDERTAKING DOCUMENTS CHECKLIST

SPONSOR

1. Invitation to Apply (ITA) Letter from IRCC received after submitting online expression of interest to sponsor
2. Permanent Resident Card/Canadian Citizenship Card/Certificate/Confirmation of Permanent Residence (IMM 5292/5688)/Record of Landing (IMM 1000)
3. Birth Certificate along with notarized English or French translation for the sponsor
4. School Certificate(s) along with notarized English or French translation showing names of parents for the sponsor
5. Passport(s) for the sponsor and the co-signer
6. Marriage Certificate for the sponsor & the co-signer (if applicable)
7. Notice of Assessment for the past 3 years for the sponsor and the co-signer, Online a/c
8. Option C Printout(s) for the past 3 years for the sponsor and the co-signer, Online a/c (To Obtain Option C Printout Call Canada Revenue Agency at 1-800-959-8281)
9. Pay Stubs for the required period for the sponsor and the co-signer
10. Current Job Letter(s) stating: name, working since, weekly hours, rate per hour, job title
11. History of previous jobs (3 Years) stating name, working since, weekly hours, rate per hour, job title
12. T-4(s), T-5(s), and T-1 etc. for the required period for the sponsor and the co-signer
13. Birth Certificate(s) for the dependent child(ren) for the sponsor and the co-signer (if applicable)
14. Business Registration / Business Statement from Accountant (from CA/CGA/CPA is recommended)



Rajpal Singh Hothi
Member in Good Standing
Law Society of Ontario
Commissioner for Oaths (Jurisdiction in & outside Canada)
Canadian Association of Professional Immigration Consultants
Immigration Consultants of Canada Regulatory Council

APPLICANT

1. Photographs (2) for EACH Member on **WHITE** background (Between 31 to 36 mm from chin to crown, 50 to 70 mm finished)
2. Passport (s) ALL PAGES (present and previous: expired / cancelled ALL PASSPORTS)
3. Birth Certificate along with English or French translation notarized
4. Driver's License, Voter Card, Ration Card / Aadhaar Card (National Identity Cards)
5. PCC (Original) from Designated Authorities (18 Yrs. & above) will be Requested later (For example Police Clearance Certificate (PCC) for residents of Punjab (India) from Senior Superintendent of Police)
6. Medical examination for principal applicant and dependents will be Requested later
7. Marriage Certificate for the sponsor's father and mother if both parents are alive
8. School Certificate(s) photocopies along with notarized English or French translation
9. Details of Secondary/Post-Secondary Education for the applicant and the dependents
10. Sponsor's brother(s) and sister(s) (name, date of birth, place of birth, marital status, present address, date and place of death if not alive)
11. Paternal grandparent(s) of sponsor (name, date of birth, place of birth, marital status, present address, date and place of death if not alive)
12. Sponsor's paternal uncle(s) and aunt(s) (name, date and place of birth, marital status, present address, date and place of death if not alive)
13. Maternal grandparent(s) of sponsor (name, date of birth, place of birth, marital status, present address, date and place of death if not alive)
14. Sponsor's maternal uncle(s) and aunt(s) (name, date and place of birth, marital status, present address, date and place of death if not alive)
15. Eye color and Height of the applicant and the dependent spouse/dependent child(ren)
16. Bio-data of Non-Accompanying child(ren)
17. Job history of the applicant and the dependent spouse
18. Affiliation of the applicant/dependent spouse/dependent child(ren) to any political organization(s)
19. Service history of the applicant/dependent spouse/dependent child(ren) if served in military or police
20. Biometrics (Fingerprints & Photos Done at VAC) for the applicant

IF APPLICABLE DOCUMENTS

1. Name(s) and date(s) of birth for the previously sponsored relative(s) by the sponsor and the co-signer
2. MCSS Clearance Letter for previously sponsored relative(s) who has/have received welfare social assistance
3. Copy of previous application(s) submitted to Canada (e.g. Skilled Class/Study/Work Permit/TRP etc.)
4. Previous refusal for the principal applicant/any of the dependent(s) to Canada or any other country
5. Adoption documents for the sponsor / applicant / dependent spouse / dependent child(ren)
6. Name Change Certificate(s) and/or Newspaper clipping(s)
7. Detailed Print out for missing pay stubs for required period
8. No Objection Certificate (NOC) for applicant and dependent spouse
9. Police Clearance Certificate(s) if any member(s) age 18 or above has/have lived abroad
10. Bankruptcy Discharge Certificate(s) for the sponsor and the co-signer
11. Divorce Certificate(s), Judgement(s), & Application(s) for the sponsor/co-signer/applicant/spouse
12. Death Certificate for the applicant / sponsor's spouse(s) along with notarized English/French translation
13. Death Certificate for the applicant / sponsor's ex-spouse along with notarized English/French translation

