



DOCUMENT CHECKLIST HUMANITARIAN AND COMPASSIONATE CASES

I have enclosed the following items in the envelope:

Mark an "X" in the box when you have enclosed the item.
(If you do not enclose all the required documents, your entire application will be returned to you.)

- Request For Exemption From Permanent Resident Visa Requirement (IMM 5001) _____
- Two (2) photocopies (three (3) if you live in Québec) of the Request for Exemption From Permanent Resident Visa Requirement (IMM 5001) form _____
- Supplementary Information Form - Humanitarian and Compassionate Case (IMM 5283) _____
- Use of a Representative (IMM 5476), if applicable _____
- Any documents that support why you think there may be sufficient humanitarian and compassionate grounds to have your application for landing processed from within Canada. (Example: death certificate if you are widowed, a letter from a medical doctor, bank statements, employment letters, police reports, etc.) _____

Photocopies of the following items:

(For each person included in the application. Photocopies do not need to be certified. Do not send original documents of the following, as they will not be returned.)

- Passport pages clearly showing the passport number, name, date of birth, passport issue/expiry date and stamp made by Canadian authority showing most recent entry into Canada _____
- Both sides of a United States Alien Registration card (Green card), if applicable _____
- Birth certificates or baptismal certificates _____
- Adoption papers, if applicant is an adopted child _____
- Marriage certificate _____
- Proof of your common-law relationship (e.g., evidence of joint bank, trust, credit union or charge card accounts; jointly signed residential lease, mortgage or purchase agreement; statutory declarations of individuals with personal knowledge that your relationship is genuine and continuing), if applicable _____
- Divorce, annulment or death certificates if you were previously married _____
- Custody papers for dependent children from a previous marriage/relationship _____
- Indication of status in Canada (e.g. visitor visa, study permit or work permit, temporary resident permit, including out of status documentation) _____

If you have a sponsor:

- Completed sponsorship application forms (See Appendix E) _____
- Photocopies of proof of relationship to your sponsor _____

NOTE: Proof of relationship to your Canadian sponsor:

- Provide a copy of your sponsor's birth certificate/family census register if you are being sponsored by your son/daughter
- Provide a copy of the adoption certificate if the applicant is an adopted child

Proof of your sponsor's status in Canada:

- Photocopy of the *Immigrant Visa and Record of Landing* (IMM 1000), **or**
- Proof of Canadian citizenship as photocopy of pages of a Canadian passport or Canadian citizenship card, **or**
- Confirmation of Permanent Residence

Original documents:

- Police Certificate(s) _____
- Certified translations for all documents (e.g. police, birth certificates, etc.) that are not in English or French _____

Photographs:

- Two (2) photos of you and any dependants in Canada. Write the names of the person on the back and place all photos in an envelope, which you attach to *Request for Exemption from Permanent Resident Visa Requirement* (IMM 5001) form. See Appendix D for photo specifications _____

Processing Fees

- Copy 2 of the *Receipt* form that has been stamped by a financial institution showing the amount paid. (No other form of payment is acceptable.) _____

This Document Checklist (IMM 5280) _____

You have addressed the envelope with correct postage to:
Case Processing Centre, Vegreville, AB, T9C 1W3 _____