

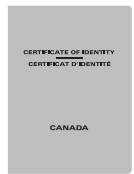
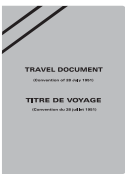
ADULT TRAVEL DOCUMENT APPLICATION

for stateless and protected persons in Canada (16 years of age or over)

GENERAL INFORMATION AND INSTRUCTIONS

Aussi disponible en français

Failure to complete all the required sections of this form will result in your application being rejected.



Entitlement to a Canadian Travel Document

Important Notice – You are advised not to make any travel arrangements until you receive a Canadian travel document.

A Canadian travel document reflects the identity of the applicant as determined by proof of immigration status in Canada issued by Citizenship and Immigration Canada and documents to support identity.

- **Travel Document*** (United Nations Convention Relating to the Status of Refugees, 1951 and its Protocol of 1967): issued to persons in Canada with protected person status, including Convention refugees and persons in need of protection.
- **Certificate of Identity***: issued to persons legally landed in Canada for less than **THREE (3)** years who are stateless or who are unable to obtain a national passport for a valid reason.

Warning – Some countries may not accept the Certificate of Identity as a valid travel document. You should check with the consulate or embassy of the country you plan to visit before applying for a Certificate of Identity.

*Eligibility for either document can only be determined after all required information has been submitted and reviewed. These documents are issued only in Gatineau, Quebec.

- Children under 16 years of age must have an individual travel document (use form PPTC 192 "Child Travel Document Application").

Immigrant loan account: If you have an immigrant loan account with Citizenship and Immigration Canada and have not been making regular payments (account in delinquent status), a travel document **may not** be issued until you have made repayments sufficient to bring your account into good standing with the officials of Citizenship and Immigration Canada. Enquiries regarding payment of such a loan may be made to:

Citizenship and Immigration Canada
Collection Services
Jean Edmonds Tower North
300 Slater Street, 3rd Floor
Ottawa ON K1A 1L1

➔ Refer to your Immigration loan account number.

Where to Apply



BY MAIL

Certificate of Identity Section
Passport Canada
Foreign Affairs and
International Trade Canada
Gatineau QC K1A 1L2



BY COURIER OR



IN PERSON

Certificate of Identity Section
Passport Canada
Place du Centre, Commercial Level 2
200 Promenade du Portage
Gatineau QC J8X 4B7

DO NOT mail or bring your application form to any other Passport Canada service location.

The original documents that you enclose with your application are valuable. To ensure that these documents are not lost or misplaced, it is preferable to use a courier or mail service that allows you to trace your mail.

Processing Times

Several months may be required to process the application.

Requirements Checklist

- All **FOUR (4)** pages of the application form completed and signed within the last 12 months.
- TWO (2)** identical passport photos taken within the last 12 months.
- Application form and one of the photos certified by your guarantor.
- Proof of immigration status in Canada (**no copies or certified copies**). The document will be returned to you.
- Documents to support identity (original or copies). Copies must be signed by your guarantor.
- Any previous Canadian travel document issued to you in the last **FIVE (5)** years.
- Any valid or expired foreign travel document or national passport in which your name appears.
- A copy of the receipt for fees paid (IMM 5401) if I have applied to become a Canadian citizen.
- The fee.
- BOTH** labels (PPTC 220) completed.

Additional documents or information may be requested in support of this application.

Fees

Travel Document – C\$87

Certificate of Identity – C\$127




All applicants must submit C\$87. If Passport Canada determines that you are not eligible for a Travel Document but may be eligible for a Certificate of Identity, we will ask you to provide the balance payable of C\$40 before processing your application.

Note – These fees are subject to change.

– Only **Canadian funds** are accepted.

Important – Every person who requests a travel document service must pay the applicable fee. This fee is non-refundable.

Preferred method of payment

- Debit (Interac) (*In person only*), or
- Credit card    (*Complete section on application form.*)

Other acceptable methods of payment

- Certified cheque or money order (postal or bank) payable in Canadian funds to the Receiver General for Canada

Administrative fees and any applicable interest will be applied to all dishonoured payments.




Passport Canada / Passeport Canada


Canada


Contact Us

Specific information on travel documents is available during regular office hours.

INFORMATION ON TRAVEL DOCUMENTS AND FEES

 Website: www.passportcanada.gc.ca

 Toll-free: 1-800-567-6868
Fax: 819-953-9546

 TTY (For persons who are deaf or hard of hearing)
Toll-free: 1-866-255-7655


OFFICE HOURS:


Monday to Friday 8:30 a.m.–4:30 p.m.


INFORMATION ON TRAVEL CONDITIONS AND REQUIREMENTS

 Website: www.voyage.gc.ca


INFORMATION ON IMMIGRATION STATUS AND RETURNING TO CANADA (Citizenship and Immigration Canada)

 Website: www.cic.gc.ca

 Toll-free: 1-888-242-2100

 TTY (For persons who are deaf or hard of hearing)
Toll-free: 1-888-576-8502 (from 7 a.m. to 5 p.m.)
Permanent Resident Card: 1-800-255-4541

INFORMATION ON IMMIGRANT LOAN ACCOUNT (Citizenship and Immigration Canada)

 Toll-free (refer to your Immigration loan account number): 1-800-667-7301

- To obtain the most recent version of this form, visit our website.
- Travel document applications and related forms are also available from any Passport Canada service location. For the location of the Passport Canada service location nearest you, we suggest you visit our website or consult your local telephone directory.
- Application forms are available in Braille, on diskette or in large print for persons with a visual impairment.

Photo Specifications (same as passport photo)

Note: The photo specifications for the travel document are different from those for the permanent resident card. Your travel document application will be rejected if your photos do not meet the following specifications:

IMAGE INFORMATION

- Photos must be taken with uniform lighting and not show shadows or flash reflection on the face and head. Photos with shadows on the face or background are unacceptable.
- Photos must show a full front view of the face with both edges of the face showing clearly. The face and shoulders must be centred in the photo and squared to the camera.
- Eyes must be open and clearly visible. Glasses, including tinted ones with prescription, may be worn as long as the eyes are clearly visible. Sunglasses are unacceptable.
- Facial expression must be neutral (not frowning or smiling) with the mouth closed.
- The image must be clear, sharp and in focus.
- Photos must be taken against a plain, uniform, white or light-coloured background.
- Photos must reflect/represent natural skin tones.
- The length from chin to crown of head (natural top of head) must be between 31 mm and 36 mm.
- Hats or head coverings are not permitted except when worn for religious reasons and only if the full facial features are clearly visible.
- Black and white or colour photos are acceptable.
- Photos must be originals, not taken from any existing photo, and must have been taken within the last 12 months.

QUANTITY AND FORMAT

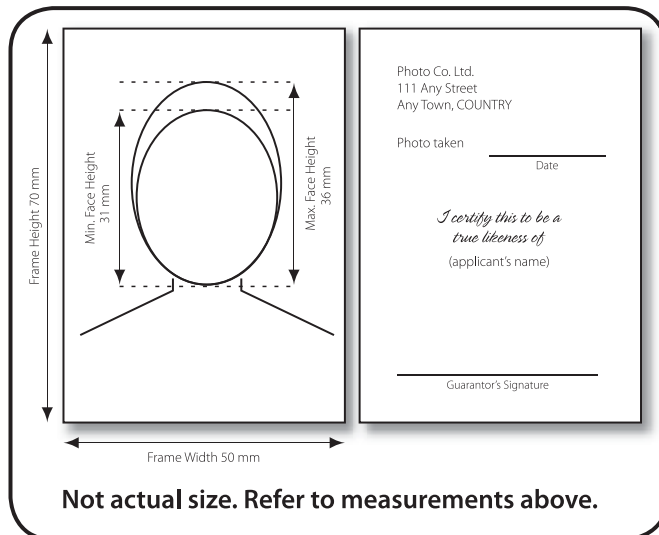
- **TWO (2)** identical unaltered photos produced from the same film or from the same electronic file capturing the digital image.

SIZE AND PAPER

- The photos must measure 50 mm x 70 mm in size.
- Heavy weight paper is unacceptable.
- Photos must be printed on plain, high quality photographic paper.

PHOTOGRAPHER AND GUARANTOR

- Photos must be taken by a commercial photographer.
- The name of the photographer or studio, the address and the date the photo was taken (not the date the photo was printed) must be provided directly on the back of one photo (see illustration).
- The guarantor must clearly write on the back of **ONE (1)** photo: "I certify this to be a true likeness of (*applicant's name*)".



INSTRUCTIONS

①

Personal Information

NAME TO APPEAR IN TRAVEL DOCUMENT

Write the name you want to appear in the travel document. This name will normally be the same as the surname (last name) and given name(s) shown on your proof of immigration status. If this name is different from the name on your proof of immigration status, the original of the documentation listed below may be required:

- marriage certificate;
- legal change of name document (original document from issuing authority); or
- proof that the records of entry at Citizenship and Immigration Canada have been amended (i.e. approved "Request to Amend Immigration Record of Landing" form IMM 1436).

Additional documentation will be required to verify your identity as well as the name to appear in the travel document (see *instruction No. 7 "Documents to Support Identity"*).

SURNAME (LAST NAME) AT BIRTH/FORMER SURNAME (FORMER LAST NAME)

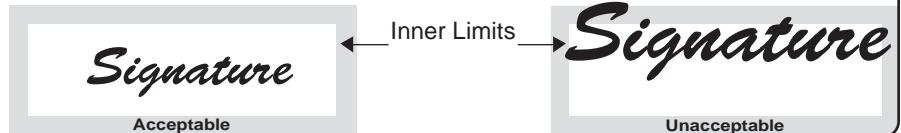
Complete only if different from the surname (last name) to appear in the travel document (for Passport Canada information only; will not appear in the travel document).

DATE OF BIRTH

The date of birth will be inscribed in the travel document exactly as it appears on the proof of immigration status unless Citizenship and Immigration Canada records have been amended subsequent to your admission to Canada. In this case, the original approved "Request to Amend Immigration Record of Landing" form IMM 1436 is required. If your proof of immigration status does not show a complete date of birth, indicate a specific **day**, **month** and **year** of your birth. Provide copies of any documents you may have showing this date of birth (i.e. driver's licence, provincial health care card, etc.).

SIGNATURE

You **MUST** sign your usual signature on all **FOUR (4)** pages. Your signature in section 1 will appear in the travel document. Therefore, your signature **MUST NOT** exceed the inner limits of the signature box.



②

Declaration of Guarantor

A guarantor is a person other than yourself who confirms your identity. Your guarantor must perform **free of charge** the following **THREE (3)** tasks:

1. Complete and sign the "Declaration of Guarantor" section. (*Ensure you have completed and signed the form before submitting it to your guarantor.*)
2. Write "I certify this to be a true likeness of (*your name*)" on the back of **ONE (1)** of your photos, and sign.
3. If applicable, sign and date a copy of each document to support your identity (*see instruction no. 7 "Documents to Support Identity"*).

Your guarantor:

- **must** be a Canadian citizen or a permanent resident living in Canada;
- **must** have known you personally for at least **SIX (6)** months*;

* **To know an applicant personally means that the guarantor is able to confirm aspects of the applicant's personal attributes such as name, approximate age, place of birth, physical description and some personal history such as occupation and place of residence.**

- **must** be included in **ONE (1)** of the following groups:

- | | |
|---|--|
| – dentist, medical doctor or chiropractor | – postmaster |
| – judge, magistrate, police officer (municipal, provincial or RCMP) | – principal of primary or secondary school |
| – lawyer (member of a provincial bar association), notary in Quebec | – professional accountant (member of APA, CA, CGA, CMA, PA or RPA) |
| – mayor | – professional engineer (P. Eng., Eng. in Quebec) |
| – minister of religion authorized under provincial law to perform marriages | – senior administrator in a community college (includes CEGEPs) |
| – notary public | – senior administrator or teacher in a university |
| – optometrist | – veterinarian. |
| – pharmacist | |

The list above is not a recognition or endorsement by Passport Canada of professional status or superior qualifications.

- **must** sign the "Declaration of Guarantor" section on your application form;
- **must** sign the statement on the back of **ONE (1)** of your photos; and
- **must** be accessible to Passport Canada for verification.

If you have **not known** an eligible guarantor for at least **SIX (6)** months, complete a "Statutory Declaration in Lieu of Guarantor for a Travel Document" form PPTC 326, available from any Passport Canada service location. This form must be completed at your expense before a person authorized by law to administer an oath or solemn affirmation. **This may delay the processing time of the travel document.**

3

Proof of Immigration Status in Canada

Provide **ONE (1)** of the immigration status documents listed in section 3 of the application form (**copies or certified copies are not accepted**). It will be returned to you. Additional information may be requested to confirm your immigration status in Canada. If you require an immigration status document, contact Citizenship and Immigration Canada (*see page 2 – Contact Us*).

4

Previous Canadian Travel Document

- Enclose any Canadian travel document issued to you in the last **FIVE (5)** years. If your current travel document expires more than 12 months from the date you submit your application, provide a written explanation for why you are applying at this time. Should Passport Canada not be satisfied that you have a valid reason for applying early, your application for a new travel document may be refused.
- A person's name may appear in only **ONE (1)** valid Canadian travel document.
- If the valid travel document has been lost, stolen, damaged, destroyed or is inaccessible, complete a "Statutory Declaration" form PPTC 203, available from any Passport Canada service location or at www.passportcanada.gc.ca. A Canadian travel document, once reported lost or stolen, is no longer valid and is not to be used for any travel.

5

Citizenship and Travel Documentation

- Enclose any valid or expired foreign travel document or national passport issued to you or in which your name appears. If you are no longer in possession of this travel document or passport, write on the application form a description of the document, date and place of issue and explain its present whereabouts. If the document has been seized by Citizenship and Immigration Canada, provide the "Notice of Seizure" (IMM 5265).
- If you have visited another country since your entry to Canada, write the dates you left Canada, the dates you returned and explain the reason for the visit. (If insufficient space, use page 3 (*Notes*) of the application form.)
- If you have been refused a national passport, enclose the letter of refusal. If this letter is not in either English or French, we require a translation of the letter signed before a notary public or other official authorized by law to administer an oath or solemn affirmation as being a true translation.
- If you have been refused a national passport and have not received a letter of refusal from the authorities to whom you applied, enclose copies of any relevant letters you may have retained regarding your request for a passport or renewal of such a document. Write on the application form the results of your application including the date you were refused. (If insufficient space, use page 3 (*Notes*) of the application form.)
- If you have applied for a national passport and have not received a written response, write in detail on the application form all the steps you have taken (in order of their dates) to obtain the passport and the results achieved. Enclose copies of any relevant letters you may have retained. (If insufficient space, use page 3 (*Notes*) of the application form.)

6

Application for Canadian Citizenship

- If you have lost your Canadian citizenship receipt, write the date your application was made.
- If you were unsuccessful in your application for Canadian citizenship, enclose the letter of refusal. If you have lost the letter of refusal, write the date you applied and the reason for the refusal.

7

Documents to Support Identity

At least **ONE (1)** document to support your identity and the name to appear in the travel document must be submitted with your application form (*see Note below*). Further documentation may be required.

Documents to support your identity must be valid, must be issued by a federal, provincial/territorial or municipal authority, and must include the bearer's name and signature. For example:

- Provincial/territorial driver's licence
- Provincial health care card
- Other federal, provincial/territorial or municipal identification card
- Old Age Security card
- Federal, provincial/territorial or municipal employee identification card

Note: You may submit original documents. They will be returned to you. If you are submitting copies (*both sides*), **your guarantor must sign and date the copies to indicate that the originals have been seen.**

If you are submitting copies but are using form PPTC 326, "Statutory Declaration in Lieu of Guarantor for a Travel Document", the same official who signs the "Declaration" must also sign and date the copies of the documents you are providing to support your identity to indicate that the originals have been seen. If you have no documents to support your identity, call Passport Canada.

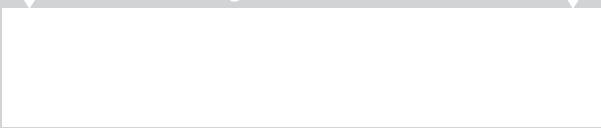
ADULT TRAVEL DOCUMENT APPLICATION

for stateless and protected persons in Canada (16 years of age or over)

INFORMATION
PROTECTED

WARNING to all applicants and guarantors – Any false or misleading statement on this form or relating to any document in support of this application, including concealment of any material fact, may lead to refusal or revocation of a travel document and be grounds for criminal prosecution.

Failure to complete all the required sections of this form will result in your application being rejected.
PRINT OR TYPE IN CAPITAL LETTERS using black or dark blue ink.

1 <i>Personal Information</i>						
Surname (last name)						
Given name(s) (see instruction no. 1)						
Surname (last name) at birth (see instruction no. 1)				Former surname (former last name) (see instruction no. 1)		
If travel document requested in spousal surname (last name), enter			➔	Year of marriage		Surname (last name) of spouse (see instruction no. 1)
Date of birth		Place of birth				
Year	Month	Day	City	Province/Territory (if applicable)	Country	
Sex	<input type="checkbox"/> Female <input type="checkbox"/> Male	Marital status	Eye colour	Hair colour	Height	Weight
Address of permanent residence						
Number	Street	Apartment	City	Province/Territory	Postal code	
Mailing address (if different from above)						
Number	Street	Apartment	City	Province/Territory	Postal code	
Daytime telephone number ()		Evening telephone number ()		Cell. number or email address (optional) ()		
DECLARATION – I solemnly declare that the photos enclosed are a true likeness of me and that all of the statements made in this application are true. I understand that if I am issued a Canadian travel document and later obtain a national passport, I am obliged to return the Canadian travel document to Passport Canada. I declare that I have read and understood the WARNING to all applicants and guarantors above.				Void if signature touches border  Signature (see instruction no. 1)		
Date		Signed at				
Year	Month	Day	City	Province/Territory		

2 <i>Declaration of Guarantor (to be completed by the guarantor only if the applicant has completed and signed this application form)</i>						
Surname (last name)				Given name(s)		
Occupation (see instruction no. 2)				Name of firm/organization		
Daytime telephone number ()		Evening telephone number ()		Cell. number ()		
Business address						
Number	Street	City	Province/Territory	Postal code		
DECLARATION – I solemnly declare that I am a permanent resident of Canada or a Canadian citizen and that I have known the applicant identified above personally for at least SIX (6) months. I have certified on the back of ONE (1) photo that the image is a true likeness of the applicant. If applicable, I have signed a copy of each document to support the applicant's identity confirming that I have seen the original(s). I declare that I have read and understood the WARNING to all applicants and guarantors above.			I have known the applicant for		Signature of guarantor	
Date		Number of months		Signed at		
Year	Month	Day		City	Province/Territory	

COMPLETE NEXT PAGE

Page 1 of 4

Aussi disponible en français
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3

Proof of Immigration Status in Canada

In order to establish your immigration status in Canada, provide **ONE (1)** of the following documents (**no copies**):

- Record of Landing (IMM 1000)
- Protected person status document
- Permanent resident card
- Temporary resident permit

Serial/Document number	Date of issue			Date of expiry (if applicable)		
	Year	Month	Day	Year	Month	Day

4

Previous Canadian Travel Document

Has a Canadian travel document ever been issued to you? No Yes ➡ Enclose the document (see instruction no. 4).

If the travel document has been lost, stolen, damaged, destroyed or is inaccessible, you must include with this application form a completed "Statutory Declaration" form PPTC 203, available from any Passport Canada service location or at www.passportcanada.gc.ca.

5

Citizenship and Travel Documentation

What is your original citizenship? _____

Did you acquire any other citizenship? No Yes ➡ Indicate country. _____

Do you have any valid or expired travel document or passport from any country?

No Yes ➡ Enclose the document (**no copies**). If no longer in your possession, explain (see instruction no. 5).

Have you visited another country since your entry to Canada?

<input type="checkbox"/> No <input type="checkbox"/> Yes (specify) ➡	Date left Year Month Day	Date returned Year Month Day	Country	Reason
	Date left Year Month Day	Date returned Year Month Day	Country	Reason

Have you, since your date of entry to Canada, applied for a passport or travel document (or renewal of such a document) from your country of origin or citizenship?

No ➡ Provide a detailed explanation of your reasons for not applying (see instruction no. 5).

Yes ➡ If request was refused, enclose the letter of refusal. If unable to provide this letter, explain. If no reply received, write all the steps you have taken (see instruction no. 5).

COMPLETE NEXT PAGE

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Declaration of Applicant

DECLARATION – I solemnly declare that the statements made in this application are true.

Signature of applicant	Date	Signed at
	Year Month Day	City Province/Territory

6

Application for Canadian Citizenship

Have you applied for Canadian citizenship?

No Explain why you have not applied.

Yes Enclose the receipt confirming payment of fees (IMM 5401) or, if applicable, a copy of the letter of refusal.

7

Documents to Support Identity

Provide the following information. Include signed copies (both sides) or original documents (see instruction no. 7).

Table with 4 columns: Type of document, Document number, Date of expiry (if applicable), Name of bearer as it appears on the document.

Notes

8

Emergency Contact (optional)

We recommend that you provide the name of someone who would not normally travel with you. This information is helpful if you have an accident or become ill while travelling outside of Canada.

Emergency contact form with fields for Surname, Given name, Relationship, Daytime phone, Evening phone, Cell number, and Address.

Declaration of Applicant

DECLARATION - I solemnly declare that the statements made in this application are true.

Signature and date fields for the applicant.

9

Credit Card Information

COMPLETE ONLY if you are not appearing in person and you wish to pay by credit card.

Credit card information form with fields for Name, Card number, Date of expiry, Signature of cardholder, and Date.

FOR OFFICIAL USE ONLY - Authorization number field.

COMPLETE NEXT PAGE

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10

Additional Personal Information

A Addresses in the last TWO (2) years

Same as current address.

Addresses in the last TWO (2) years if different from current address. (If insufficient space, attach a separate sheet.)

1. Number Street Apartment City Province/Territory/State Country From Year Month To Year Month
2. Number Street Apartment City Province/Territory/State Country From Year Month To Year Month

B Occupation in the last TWO (2) years (If insufficient space, attach a separate sheet. If you are, for example, a homemaker or are retired, indicate this in the "Employer/school or other" column.)

In the last TWO (2) years, my employers were and/or I was attending educational institutions as follows:

Table with 6 columns: Employer/school or other, Address, Daytime phone, Nature of employment/studies, Date (From), Date (To)

C Mother's maiden name Provide your mother's surname (last name) at the time of her birth.

11

References

Provide the following information with respect to TWO (2) persons who are neither your relatives nor your guarantor and who have known you for at least SIX (6) months. They may be contacted to confirm your identity.

1. Surname (last name) Given name(s) Relationship Address Daytime phone Evening phone Cell. number or email address (optional) Has known me for
2. Surname (last name) Given name(s) Relationship Address Daytime phone Evening phone Cell. number or email address (optional) Has known me for

Declaration of Applicant

DECLARATION - I solemnly declare that the statements made in this application are true. Signature of applicant Date Signed at



Protection of Information

Personal information provided on this application form is protected and used in accordance with the provisions of the Privacy Act (Personal Information Bank No. FAI PPU 025) to determine the applicant's current and ongoing entitlement to travel documentation, to administer travel document services and to provide information to the Consular Affairs Bureau of Foreign Affairs and International Trade Canada in the event that the applicant require assistance while travelling abroad. The information provided, including the applicant's photo, is subject to routine verifications and security queries. To further strengthen Canadian travel document security, the photo is stored on an alphanumeric template and incorporated into the travel document as a digital image. Passport Canada may use the services of third parties to receive travel document applications submitted in person and to process the return of incomplete travel document applications. In the performance of these services, personal information will be protected and used in accordance with the provisions of the Privacy Act. Passport Canada may contact the applicant to solicit feedback about travel document services.

To obtain the most recent version of this form, visit our website at www.passportcanada.gc.ca.

ENSURE ALL FOUR (4) PAGES ARE COMPLETED

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Travel Destination Label

List the individual countries to be visited. Travel documents are not endorsed for the country of origin or citizenship unless there is evidence that the bearer is not a citizen of that country.

Étiquette de destination

Énumérez les pays individuels qui seront visités. Le pays d'origine ou de citoyenneté du titulaire ne figure pas dans le document de voyage, sauf s'il existe une preuve que le titulaire n'est pas citoyen de ce pays.

**BOTH labels MUST be completed.
Les DEUX (2) étiquettes DOIVENT
ÊTRE remplies.**



Address Label

Print (IN CAPITAL LETTERS using black or dark blue ink) your **complete** address.

Étiquette d'adresse

Imprimez (EN LETTRES MAJUSCULES à l'encre noire ou bleu foncé) votre adresse **au complet**.

Name all countries to be visited.
Énumérez tous les pays qui seront visités.

What is the reason for the trip?
Quel est le motif du voyage?

What is the duration of the trip?
Quelle sera la durée du voyage?

Name / Nom

Number / Numéro Street / Rue Apt. / App.

City / Ville Prov. / Terr. Postal code / Code postal