

## Applying for a Temporary Resident Visa: Brazil, Syria and Lebanon

### A) What Documents Will Each person need to apply for a visa?

- 1) Application form for a visa. (Included as the first pdf attachment to this email - **IMM5257**). This application form is also found at <http://www.cic.gc.ca/english/pdf/kits/forms/IMM5257B.PDF> for convenience.
  - Each person needs to complete this application form, and in addition, also have the following documents when submitting the application form:
- 2) **Proof of identity.**
  - A) a valid passport or travel document that guarantees re-entry to the country that issued it. AND,
  - two photos (see **Appendix B Photo Specifications** for instructions at page 14: <http://www.cic.gc.ca/english/pdf/kits/guides/5256E.PDF>)
    - (Also included as the second pdf attachment to this email - IMM5256).
- 3) **Proof of financial support**
  - proof of funds available to support himself/herself during stay and to enable him or her to leave Canada, such as a bank statement, pay stubs, proof of employment or proof of travellers' cheques.

### B) Supplementary Instructions for Filling out Visa Application (A1 above):

- Here are the instructions for filling out the application form, in case an applicant needs these instructions in the process of filling out the form (ie unsure about how to fill out certain parts or what the question is asking). The instruction numbers correspond to the numbers on the application form. **The application will be returned if it is not properly completed, or if all of the necessary documents have not been submitted.**
1. You must indicate whether you are applying for a single entry, multiple entry, or transit visa.
  2. Print your name under the applicant section and provide the information requested for each of your family members. Print all names as they appear on the passport or identity document. Do not use initials. You must provide details about each of your family members and indicate whether they will accompany you to Canada. If you have more than three family members, photocopy the first page of the application before you start completing it. Make enough copies to fill in details about all your family members.
  3. Provide the reasons why you want to visit Canada. Provide as much information as possible on your planned visit.
  4. Print the date you want to arrive in Canada. Indicate how long you plan to stay in Canada.
  5. Provide details of finances available to you and your family members for support while in Canada. If a relative or host will provide support include their name and address on a separate sheet.
  6. Provide your current mailing address, telephone number, and fax number (if applicable). All correspondence will be sent to this address.

**Note:** If you wish to authorize a Canadian representative to receive correspondence concerning your application, indicate their address in this box and on the form *Use of a Representative (IMM 5476)*.
  7. Provide your residential address if different from your mailing address.
  8. a) Provide details of your immigration status in the country in which you are applying, such as temporary resident, student, permanent resident or citizen.  
b) Print the expiry date of your temporary status in the country where you are making your application.

**Note:** If you are not a citizen of the country where you are making your application, you must provide proof of your temporary status.

9. Provide the name of your present job and give a brief description of your position.
10. Print the name and address of your present employer or school.
11. Provide names of persons, businesses, schools or institutions you plan to visit. Indicate your relationship to persons whom you plan to visit.
12. Each question in this section must be answered for each applicant. Place an "X" in the yes or no box. If you answer "yes" to any of the questions from 12 c) to g), give the name of the person with an explanation in the space marked "related information".
13. Print an "X" in the box which applies to you or any accompanying family member. Provide the name of the countries and length of stay for each family member.
14. You must sign and date the application. Failure to do so will result in it being returned to you.

### **C) Fees!**

#### **1) Required Fees.**

- You must pay a processing fee when you submit an application for a temporary resident visa.
- The below fees are in Canadian dollars, BUT you may be required to pay fees in local currency:

<b>Services</b>	<b>Amount per Person</b>
Temporary Resident Visa – single entry	\$75
Temporary Resident Visa – multiple entry	\$150
Temporary Resident Visa – family rate	\$400

- 2) **Note:** According to the rules, **the processing fee will not be refunded**, regardless of the final decision on your application. For example, a determination that you are not eligible for a temporary resident visa is considered as "processing" and the fee will not be refunded. If you apply again, you will have to pay another processing fee.
- 3) The application must be submitted to the Canadian visa office as outlined in the contact section of *Part 1: General Guidelines For Visitors*.
- 4) Your application will be reviewed to ensure it has been completed correctly and contains all of the required documents for processing. After reviewing your application, an officer will decide if an interview is necessary. If so, you will be informed of the time and place. If your application is refused, your passport and documents will be returned to you with an explanation of why your application was refused. If your application is approved, your passport and documents will be returned to you with the requested visa. When you arrive in Canada, the officer at the port of entry will determine whether you may enter Canada and how long you may stay. You must leave Canada on or before the date set by the officer or have your status extended by an officer in Canada. **The stamp placed in your passport by a Canadian official is valid for six months unless otherwise amended by an officer.**

### **D) Relevant Websites in the Country's Native Language**

#### **Brazil**

(Portuguese): <http://www.dfait-maeci.gc.ca/brazil/sao-04-1-pt.asp>

#### **Lebanon**

(French): <http://www.dfait-maeci.gc.ca/beirut/visa-fr.asp>