

# CANPASS APPLICATION FORM

Please print  
We will not accept incomplete applications.

1. Preferred language ► <input type="checkbox"/> English <input type="checkbox"/> French	2. <input type="checkbox"/> Original <input type="checkbox"/> Duplicate <input type="checkbox"/> Amended ► _____ <div style="text-align: right; font-size: small;">Membership no. _____</div>
3. Indicate the program you are applying for. <b>A separate application form is required for each applicant and program.</b> <input type="checkbox"/> CANPASS Air Preferred Interview Location _____ <input type="checkbox"/> CANPASS Private Aircraft <input type="checkbox"/> CANPASS Corporate Aircraft <input type="checkbox"/> CANPASS Private Boat	

## SECTION A – PERSONAL INFORMATION

4. Last name	5. First name	6. Middle name
7. Other last names used (e.g., maiden name, former name)	8. Other first names (nickname)	9. Gender <input type="checkbox"/> Male <input type="checkbox"/> Female
		10. Date of birth YYYY   MM   DD
11. Place of birth – City	12. Province/State	13. Country
14. Citizenship <input type="checkbox"/> Canadian citizen <input type="checkbox"/> U.S. citizen <input type="checkbox"/> Other (please specify) _____		15. Residence <input type="checkbox"/> Canada <input type="checkbox"/> United States <input type="checkbox"/> Other (please specify) _____
16. Proof of citizenship/residency/immigration status (check all that apply)		
<input type="checkbox"/> Birth certificate no. _____ <input type="checkbox"/> Passport no. _____		Country of issuance _____ (Expiry date) YYYY   MM   DD
<input type="checkbox"/> Citizenship card no. _____ <input type="checkbox"/> Permanent resident document no. _____		U.S. alien registration no. _____ (Expiry date) YYYY   MM   DD
<input type="checkbox"/> Other ► Type of document _____		No. _____

## SECTION B – ADDRESS HISTORY FOR THE LAST FIVE YEARS

17. Current address since: Year   Month	18. Street address	19. Apt.
20. City	21. Province/State	22. Postal/Zip code
		23. Country
24. Home telephone ( )	25. Business telephone ( )	26. Cellular telephone ( )
Mailing address if different from residential address		
27. Street address		28. Apt.
29. City	30. Province/State	31. Postal/Zip code
		32. Country
Previous residential addresses if you have been at your current residence for less than five years (attach a separate sheet if necessary).		
33. Year   Month	34. Street address	35. Apt.
From:   To:		
36. City	37. Province/State	38. Postal/Zip code
		39. Country

**SECTION C – EMPLOYMENT HISTORY FOR THE LAST FIVE YEARS**

40. Current employer since:		41. Employer's name	
Year	Month		
42. Street address			43. City
44. Province/State	45. Postal/Zip code	46. Country	47. Telephone number ( ) Ext.
48. If self-employed, please specify type of business:			
49. Other (please specify)			

Previous employer's name and addresses if you have been with your current employer for less than five years (attach a separate sheet if necessary).

50. Year		51. Employer's name	
Month	Year	Month	
From:	To:		
52. Street address		53. City	
54. Province/State	55. Postal/Zip code	56. Country	

**SECTION D – This section must be completed by all non-Canadian citizens and all non-Canadian permanent residents**

57. What is the purpose of your travel to Canada? (check all applicable boxes)

<input type="checkbox"/> Pleasure	<input type="checkbox"/> Business/Work	<input type="checkbox"/> Study	<input type="checkbox"/> Other (specify)
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Attached is a copy of my employment/student authorization issued by:  Canada  U.S. Expiry date

If the purpose of your travel to Canada will be for business, work, or study, you may have to obtain written authorization from Citizenship and Immigration Canada (CIC) before joining the program. Contact a CIC office in Canada or any Canadian consular office abroad.

**SECTION E – ADDITIONAL INFORMATION**

58. Have you ever been:

- found in violation of any customs legislation?  Yes  No
- found in violation of any immigration legislation?  Yes  No
- convicted of an offence for which a pardon or rehabilitation has not been granted?  Yes  No

If you answered "Yes" to any of these questions, please provide details (use separate sheet if necessary).

**SECTION F – CUSTOMS PROGRAMS (complete if applicable)**

**CANPASS Corporate Aircraft – Company information**

59. Company name

60. Address	61. City	62. Province/State	63. Postal/Zip code
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64. Mailing address (if different from above)

65. Principal company contact (for renewals and administrative purposes)

Last name	First name	<input type="checkbox"/> Mr.	<input type="checkbox"/> Mrs.	<input type="checkbox"/> Miss	<input type="checkbox"/> Ms
Title/Position	Business telephone	Business fax			

**CANPASS Private/Corporate Aircraft information while in Canada (attach a separate sheet if necessary)**

66. Airport of landing	67. Aircraft location (FOB/Hangar)
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Please provide information for any aircraft on which you may be travelling

68. Make	69. Model	70. Year	71. Registration
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## How to complete the application

Each person who wants to participate in a CANPASS program has to complete and sign an application form. Parents or legal guardians must complete the application on behalf of children less than 18 years of age. NOTE: Their processing fee is waived.

The following provides additional details about certain sections of the application form.

**Preferred language** - Indicate English or French. We will correspond with you in the language of your choice.

**Preferred Interview Location** - for CANPASS Air only. Indicate the airport in which you want to have your interview. Vancouver, Halifax, Toronto, and Montréal Airports are currently available. Please visit the CBSA Web site for future openings at: [www.cbsa-asfc.gc.ca/travel/canpass/canpass-air-e.html](http://www.cbsa-asfc.gc.ca/travel/canpass/canpass-air-e.html)

**CANPASS Programs** - Indicate the program in which you want to participate. A separate application form is required for each applicant and program.

### Section A - Personal information

**Other names used** - If you have ever changed your name (including by marriage), provide previous name(s).

**Citizenship and residency** - Indicate whether you are a citizen of Canada, the United States, or another country. Check  the box that corresponds with your country of residence.

**Proof of citizenship or permanent resident status** - Provide a photocopy and check  the type of the document(s) confirming your citizenship or permanent resident status. Provide the document number and expiry date, if applicable. For the Canadian permanent resident document number: provide the serial number located on the upper left of the back of the card, e.g., RA0123456789.

**Section B - Address history for the last 5 years** - Provide details of your address history for the past five years. Use the space provided, starting with your current address. Attach a separate sheet, if necessary.

**Section C - Employment history for the last 5 years** - Provide details of your employment history for the past five years. Use the space provided, starting with your current employer. Attach a separate sheet, if necessary. Lack of employment will not disqualify you from participation, if you are otherwise admissible to the United States and Canada, and meet all other program requirements.

**Section D - Purpose of your travel** - If you are a United States citizen or resident alien you must indicate the purpose of your travel to Canada.

**Section E - Additional information** - Indicate whether you have been convicted of a criminal offence. Also include any immigration and customs violations you may have experienced.

**Section F - Customs Programs** - excluding CANPASS Air

- **Corporate Aircraft Program** - Complete boxes 59 to 71. Include the CANPASS Corporate Aircraft membership number if your corporation is affiliated with the program. Include the aircraft tail number and registration mark.
- **Private/Corporate Aircraft Program** - Complete boxes 66 to 71. Include the aircraft tail number and registration mark.
- **Private Boat Program** - Complete boxes 72 to 84. Include your boat's name and registration number.

**Section G - Fee payment** - Include a money order or a certified cheque in Canadian funds, for applicant 18 years of age or older, made payable to the Receiver General for Canada. If you are paying by credit card, provide your VISA or MasterCard or AMEX number, including expiry date, along with your signature. Corporate Aircraft applicants do not need to include any form of payment (certified cheque, money order, or personal credit card number), as your corporation pays for the fee.

**Section H - Non-Custodial Parent or Legal Guardian** - To meet Canadian requirements, non-custodial parents or legal guardians applying for a child under the age of 18, for whom they do not have legal custody, must attach a copy of the applicable legal documents showing custody rights, or a notarized copy of the parent or legal guardian's consent, in writing, for the enrolment of that child in the CANPASS program.

**Section I - Certification** - Read the privacy statements and the certification statement on the application form carefully. Then, sign and date this section. For a child under the age of 18, the legal guardian or parent must sign this certification.

Complete, sign the application form and send it with the non-refundable fee payment, along with your photocopied documents to the Customs Processing Centre nearest you.

**CANPASS Air applications must be sent to either:**

Customs Processing Centre 28-176th Street Surrey BC V3S 9R9 Telephone: (604) 535-9346	OR	Customs Processing Centre 400 Place d'Youville Montréal QC H2Y 2C2 Telephone: (514) 350-6137
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**CANPASS Corporate Aircraft, CANPASS Private Aircraft and CANPASS Private Boat applications** can be sent to any one of the three Customs Processing Centres:

Customs Processing Centre 28-176th Street Surrey BC V3S 9R9 Telephone: (604) 535-9346	Customs Processing Centre 400 Place d'Youville Montréal QC H2Y 2C2 Telephone: (514) 350-6137	Customs Processing Centre PO Box 126 Niagara Falls ON L2E 6T1 Telephone: (905) 371-1477
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