

NEXUS Air



Information Guide

+

Application Form



Government of Canada
Gouvernement du Canada



United States
of America

Table of contents

NEXUS Air	3
How long is the pilot?	4
What are the benefits?.....	4
Who qualifies?.....	4
How do I apply?	5
What does it cost?.....	6
What documents must I provide with my application?.....	6
Special note to CANPASS Air members:	8
Work permits (Visas)	8
Penalties for providing false information	9
Where do I send my application?	9
Completing the application	10
Enrolment process	14
The enrolment centre	14
What else do I need to know?	16
How do I declare goods?	17
Are there import restrictions?	18
Penalties for program violations	19
Need more information?	20

La version française de cette publication est intitulée
NEXUS Air – Renseignements et demande de participation.

NEXUS Air

NEXUS Air is a result of the *Canada-United States Accord on Our Shared Border* and the *Smart Border Declaration* between Canada and the United States (U.S.). The accord sets out initiatives to promote trade, tourism, and travel between the two countries. The Canada Border Services Agency (CBSA), Citizenship and Immigration Canada (CIC), and U. S. Customs and Border Protection (CBP) are co-operating in this venture to simplify border crossing for pre-approved, low-risk travellers while improving the secure flow of travellers into Canada and the U.S.

To be an authorized member in the pilot project, applicants must comply with all immigration and customs requirements and pass a background check by both countries.

Using one application form, a joint enrolment process, and one membership card, travellers can enter Canada and the U.S. without the need for standard, in-person customs and immigration questioning.

NEXUS Air is one of several NEXUS programs. Each NEXUS program is independent, so membership in each program requires a separate application and fee. Being a member in one program does not qualify you for membership in another, nor does it allow you to enjoy the benefits of the other programs.

HOW LONG IS THE PILOT?

The NEXUS Air pilot project will run until April 30, 2006, during which time an evaluation will take place and a decision taken on the future direction of the project.

WHAT ARE THE BENEFITS?

The NEXUS Air pilot project allows members to cross the border more quickly by using automated kiosks located in the U.S. Preclearance area and the Canadian Inspection Services (CIS) area (Customs and Immigration) at the Vancouver International Airport. Members travelling to the U.S. from the Vancouver International Airport will also be able to access the Priority Lane at the transborder pre-board screening checkpoint, operated by the Canadian Air Transport Security Authority, by presenting their NEXUS Air card and boarding pass to a screening officer. NEXUS Air uses iris recognition biometric technology to verify an individual's identity and confirm his or her membership.

WHO QUALIFIES?

You may qualify to participate in NEXUS Air if you are a citizen of Canada or the U.S., a resident alien of the U.S., or a permanent resident of Canada and you have continuously resided in either Canada or the U.S. for the last three years.

You may not qualify if you:

- have not resided in either Canada or the U.S. for the past three years;
- are inadmissible to Canada or the U.S. under applicable immigration laws;

- provide false or incomplete information on your application;
- have been convicted of a criminal offence in any country for which you have not received a pardon;
- have been found in violation of customs or immigration law; or
- fail to meet other requirements of the NEXUS Air pilot project.

Both countries must approve your application for you to become a member of NEXUS Air. If you do not meet the requirements, we will deny your application.

Note: Children under the age of 18 will need the consent of a parent or legal guardian to enrol in NEXUS Air. Where both parents are not present to enrol in the pilot project, or where there is only one custodial parent or guardian, we will need documentary evidence of custody with no restrictions on removal from the custodial jurisdiction. The documents you present to the customs or immigration officer at the NEXUS Air enrolment centre have to establish that the adult or adults are the parents or legal guardians.

Children under the age of one year are not eligible to be enrolled in the NEXUS Air pilot project.

HOW DO I APPLY?

To apply for NEXUS Air, complete the attached application form. Each applicant must complete a separate form. You can also download an application form from the NEXUS Air Web site at www.nexus.gc.ca

Your participation in NEXUS Air is strictly voluntary. If you choose to complete the attached application form, we will use the information you provide to determine your eligibility. If you qualify, you will be invited to visit the enrolment centre for final processing.

WHAT DOES IT COST?

The **non-refundable** processing fee for NEXUS Air is CAN\$80 or US\$50, per applicant. However, there is no fee for children under the age of 18. Membership is valid for the duration of the pilot.

WHAT DOCUMENTS MUST I PROVIDE WITH MY APPLICATION?

You must provide a photocopy of an acceptable proof of your citizenship or permanent resident status and a second document to demonstrate your current place of residence.

We accept the following documents as proof of Canadian or U.S. citizenship and permanent residency:

Acceptable proof of citizenship

Canada

- Valid passport
- Original birth certificate and photo ID
- Citizenship Certificate (with photo) or Card

United States

- Valid passport
- Original birth certificate and photo ID
- Certificate of Naturalization

Acceptable proof of permanent residency

Canada

- Valid Permanent Resident Card
- Original Record of Landing

United States

- Valid Permanent Resident Card

NOTE: We do not accept certificates of registration of birth abroad as proof of citizenship or permanent residence status.

Non-custodial adult parents or guardians must attach a copy of supporting documents such as a court order or letter of authorization if the application is for a child under the age of 18 who will be travelling with the non-custodial adult.

Send photocopies only. Do not send original documents with your application form, since we will not return them to you. You will need to bring the original documents with you to the enrolment centre for your final processing interview.

SPECIAL NOTE TO CANPASS AIR MEMBERS:

If you choose to become a member of the Vancouver NEXUS Air pilot project you must relinquish your existing CANPASS Air membership, as you can only be a member of one of these programs. If you become a NEXUS Air member, a separate fee will be charged and any fees paid for membership in CANPASS Air will not be carried over.

Work permits (Visas)

If you are a **U.S. citizen or resident alien** you normally need a work permit from CIC to work in Canada. You have to obtain this authorization before you join NEXUS Air. You can get more information from the CIC Web site at www.cic.gc.ca or by calling the CIC call centre from within Canada at **1-888-242-2100**. You can also get information by visiting any CIC office in Canada or any Canadian consular office abroad.

If you are a **Canadian citizen or permanent resident**, you normally need a work permit to work in the U.S. You can apply for one at the U.S. Embassy in Ottawa or any U.S. consulate in Canada. Information is available from the U.S. Department of State and the Bureau of Citizenship and Immigration Services. You have to obtain this authorization before you join NEXUS Air.

Penalties for providing false information

If you do not provide true, accurate, and complete information in your NEXUS Air application, we may deny you membership in the pilot project. There are severe penalties for knowingly and wilfully falsifying or concealing a material fact, or using any false document when you submit the application. Making a false representation may also result in the denial of any other application you may make for any benefit under U.S. immigration laws.

Only approved members can use the NEXUS Air kiosks. Non-members must use the regular inspection lines when they travel. As a NEXUS Air member, you may be subject to compliance checks at any time during the customs and immigration clearance process.

Where do I send my application?

Mail the completed form, along with photocopies of your supporting documentation and the application-processing fee, to:

NEXUS Air pilot project
28 176th Street
Surrey, BC V3S 9R9
CANADA

Completing the application

Each person who wants to participate in NEXUS Air must fill out a separate application form. Parents or guardians must complete the application on behalf of children under the age of 18.

Here are details that explain certain parts of the application:

PREFERRED LANGUAGE

Indicate English or French. We will correspond with you in the language of your choice, in accordance with Canadian law.

Section A – Personal information

OTHER NAMES USED

If you have ever changed your name (including by marriage), provide the previous name(s) you have used.

CITIZENSHIP AND RESIDENCY

Indicate whether you are a citizen or permanent resident of Canada, the U.S., or another country. Check the box that corresponds with your country of residence.

PROOF OF CITIZENSHIP AND RESIDENCY

Be prepared to provide proof that your citizenship, current place of residence, and immigration status are as stated on the application form.

Check (✓) the type of document you have been issued that proves your citizenship or permanent resident status. Provide the document number and expiry date, if applicable.

Do not send the original documents with this application. We will ask to see them at the enrolment centre during the interview.

Section B – Address history for the last three years

You have to provide details of your address history for the past three years. Use the spaces provided, starting with your current address. Attach a separate sheet, if necessary.

Section C – Fee payment

The non-refundable processing fee for the NEXUS Air pilot project is CAN\$80 or US\$50, per applicant. The NEXUS Air membership is valid until April 2006. There is no fee for children under the age of 18.

Please include a money order or a certified cheque for the total amount in Canadian or U.S. dollars made payable to the Receiver General for Canada. If you are mailing your application, you may provide a Visa or MasterCard number with your signature. The Government of Canada processes all payments for NEXUS Air on behalf of the three agencies involved.

U.S. credit card payments are processed in Canadian funds only. As a result, the US\$50 amount may vary depending on the exchange rate. We will not process your application until we receive the fee.

If you do not qualify for NEXUS Air, we will not refund the processing fee.

Section D – Employment history for the last five years

Provide details of your employment history for the past five years. Use the spaces provided, starting with your current employer. Attach a separate sheet, if necessary. Lack of employment will not disqualify you from being a member if you are otherwise admissible to the U.S. and Canada and meet all other requirements. If you were unemployed or a student during the past five years, please provide details in the spaces designated for your employer's name.

Section E – Interview and travel information

You will be invited to the enrolment centre for an interview and to finalize completion of your application. The enrolment centre for NEXUS Air is at the Vancouver International Airport.

You are also required to indicate your primary purpose for travelling between Canada and the U.S. (e.g., if you travel for business on a regular basis and occasionally

travel for pleasure, your primary purpose of travel is Business/Work).

Section F – Additional information (eligibility questions)

Indicate any convictions for offences in any country for which you have not received a pardon. This includes immigration and customs violations. For U.S. background checks, you may be questioned about your full criminal history, including arrests and pardons that may exclude you from the NEXUS Air pilot project.

Section G – Non-custodial adults

If you are applying for a minor child, under the age of 18, you must provide documentary evidence that you have authority to apply on behalf of that child.

Section H – Certification

The laws that protect personal information collected by government agencies differ significantly in Canada and the U.S. You should carefully read the U.S. and Canadian privacy statements and the certification statement on the application form. Please sign and date this certification statement. For a child under the age of 18, the legal guardian or parent must sign this

certification. The U.S. *Privacy Act* applies to U.S. citizens and U.S. permanent residents, including Canadians and other nationals who fall into either of these two categories. The Canadian *Privacy Act* applies to all persons applying to the Canadian portion of the pilot project.

Enrolment Process

Canadian and U.S. law enforcement agencies will check the information you have provided on your application to make sure you meet the requirements of customs and immigration legislation. Criminal information databases will also be verified.

If you meet the eligibility criteria and your application is approved, you will receive a letter inviting you to attend the NEXUS Air enrolment centre to complete the enrolment process.

If you do not meet the eligibility criteria, you will receive a letter telling you so.

The enrolment centre

The enrolment centre is located at the Vancouver International Airport. At the enrolment centre, a U.S. CBP officer will interview applicants whose current residence is in Canada, and a Canadian officer will interview applicants whose current residence is in the U.S.

When you report to the enrolment centre, a further review of your information and a full interview will occur. The officer will:

1. verify your identity, proof of citizenship, permanent resident card, and travel documents;
2. finalize eligibility requirements for membership; and
3. take fingerprints of your two index fingers to confirm your identity (in some instances a full set of fingerprints may be required).

If you are accepted into the pilot project, the officer will:

1. explain the terms and conditions of the NEXUS Air pilot project;
2. take a digital photograph of your iris*, which will be used to confirm your identity each time you enter Canada or the U.S.

(*The officer will ask you to look into a digital camera and will take a photograph of each iris. The iris biometric template will be stored in a central and secure CBSA database. Only authorized CBSA officials will have access to this information.);

3. take a digital photograph of your face for your membership card;
4. issue your NEXUS Air membership card;
5. explain the *Travellers Declaration Card* process; and
6. show you how to use the automated airport kiosk.

What else do I need to know?

When you use the NEXUS Air kiosk, you will be prompted to look into a camera, which will then verify your membership in NEXUS Air by taking a picture of your iris and matching it to the image stored in the database.

The personal information you provide, including the fingerprint biometric, may be shared with other government and law enforcement agencies in the operation of the pilot project.

Once you are accepted into the pilot project, you will receive a NEXUS Air membership card that will allow you to access NEXUS Air kiosks in the CIS area and the U.S. Preclearance area at the Vancouver International Airport.

Your authorized period of admission to the U.S. or Canada will depend on your underlying immigration status for each country (e.g., visitor, authorized worker, permanent resident) or your citizenship in that country. Your immigration status and citizenship must be valid at all times, and you must possess appropriate immigration and identity documents in addition to your NEXUS Air card. These may include your passport (required for some countries), birth certificate, visa, permanent resident card, employment authorization, and other related documents.

All travellers, including NEXUS Air members, are subject to random examinations by Canadian customs or immigration officers and U.S. CBP officers. You

must carry your NEXUS Air card, proof of identity, and valid travel documents with you each time you travel to Canada or the U.S. and use the NEXUS Air kiosk.

HOW DO I DECLARE GOODS?

As a NEXUS Air member, you must declare all goods you are importing into the U.S. or Canada.

For entry into the U.S., you are required to complete a *Customs Declaration Form* (CBP 6059B), which is available in the U.S. departures check-in area, and present the form to a CBP officer before you exit the U.S. Preclearance area.

If you are entering the U.S. and are importing goods for your own personal use, you may use the kiosk to declare goods or the regular lines to make an oral declaration to a CBP officer. For more information, U.S. residents should see the CBP brochure *Know Before You Go* and Canadian residents visiting the U.S. should see the CBP brochure *Visiting the United States*.

For entry into Canada, you are required to complete a *Customs Declaration Card* (Form E311), which you will receive from a flight attendant aboard the aircraft. You will be required to give your completed *Customs Declaration Card* to a Canadian customs inspector before you leave the CIS area.

If you are a Canadian resident returning to Canada with goods you want to import for your own personal use, you may wish to use a *Traveller Declaration Card*

(available only to Canadian citizens and residents). You must complete the card before you arrive and deposit it in the designated slot on the NEXUS Air kiosk. We will charge the duty and tax owing to your credit card. If you prefer, you can pay the Canadian customs cashier. For more information about importing goods into Canada, see the CBSA pamphlet *I Declare*.

If you are a U.S. resident entering Canada and you have goods to declare in excess of your entitlements, you may use the kiosk and you will be directed to the customs cashier to pay duties and taxes on the excess amounts, or you may proceed through the regular lines. For more information, see the CBSA pamphlet *Customs Information for Visitors to Canada and Seasonal Residents*.

ARE THERE IMPORT RESTRICTIONS?

- You must report any controlled, restricted, or prohibited firearms or weapons, including mace, pepper spray, and stun guns.
- You must report any controlled, restricted, or prohibited goods, animals, or plants. This includes controlled, restricted, or prohibited substances, endangered animals or species, and fruits and vegetables. For more information, see the pamphlets mentioned previously.
- If you are carrying over US \$10,000 or foreign equivalent, in currency or monetary instruments into or out of the U.S., you may use the kiosk or you may use the regular line to make a declaration to a CBP officer.

- If you bring more than CAN\$10,000 in currency or monetary instruments into or out of Canada (including any combination of coins, domestic or foreign bank notes, and securities such as travellers cheques, stocks, and bonds of a value equal to or greater than CAN\$10,000), you may use the kiosk to report these amounts. For more information, see the CBSA pamphlet *Crossing the Border with \$10,000 or More?*
- When you are entering Canada, you have to use the regular line to declare commercial goods, equipment, promotional items, and samples. Laptop computers, briefcases, notes, and similar personal business items that accompany you for the duration of your trip are exempt, and you may use the kiosk.
- When you are entering the U.S., you may still use the kiosk to declare commercial goods, equipment, promotional items, and samples.

Penalties for program violations

Customs and immigration officers will strictly enforce the law. Any time you enter Canada or the U.S. we may do a full inspection. If you violate any condition of this pilot project, or any law or regulation of Canada or the U.S., officers may:

- revoke your NEXUS Air privileges (the application fee is not refundable);
- seize any undeclared goods;
- issue penalties; and/or



NEXUS Air

QUICK & SECURE *Cross Border Travel*

- start criminal prosecution; and
- initiate any other legal proceedings as appropriate.

Need more information?

If you want more information about NEXUS Air, call **1-866-NEXUS 26** (1-866-639-8726).

You can also get information about NEXUS Air at www.nexus.gc.ca

NEXUS Air



SAVE TIME

Pre-boarding & clearing the border

JOIN TODAY!

www.nexus.gc.ca