



# DOCUMENT CHECKLIST

## Application Forms for Public Policy - Application for Permanent Residence under the Updated Temporary Public Policy for Extended Families of Former Afghan Interpreters

You **must** print this document, complete it and include it in your application as **the cover page**.

Gather your documents **in the order of the checklist** and check  each item. Attach small items such as photos with a paper clip, otherwise leave documents unbound. Place all documents in a sealed envelope and follow the steps in the [instruction guide](#). If your documents are not in English or French, you **must include the English or French translation** with a certified copy of the original document. Applicants should use the services of a certified translator who is in good standing with their provincial or territorial organization and certified to translate documents if in Canada or accredited (officially recognized or authorized) in the country where the translation is being completed if outside Canada. In situations where the translation cannot be provided by a certified translator, it must be accompanied by an affidavit swearing to the accuracy of the translation and the language proficiency of the translator.



**Note: If you are unable to provide any of the supporting documentation, please include with your application, a written explanation with full details as to why that documentation is unavailable.** Failure to provide supporting documents in certain circumstances may result in the refusal of your application.

In the context specific to the current circumstances in Afghanistan, if you are unable to fill out, print, sign and mail your forms for reasons of safety and security, accessibility, or lack of access to the required technology, your family member in Canada (former Afghan interpreter) could fill out the application for you. However, you must provide a dated and signed letter attesting the following:

- I declare that I have reviewed all of the information contained in my application for Permanent Residence in its final form and that it is truthful, complete and accurate.
- I understand that any false statements or concealment of material fact may result in me being inadmissible to Canada and may be grounds to refuse my application and subsequent applications as well as my prosecution or removal from Canada.
- I understand that by signing this document, I am signing my application.

If the forms are not signed and there is no letter **that includes all of the above** with the application, it will be returned as incomplete.

Also, if you intend to appoint a representative with the Use of Representative form (IMM 5476), you could provide a second declaration (signed and dated) that states the following:

- I authorize the following individual to serve as my representative and to conduct business on my behalf with Immigration, Refugees and Citizenship Canada and Canada Border Services Agency.
- I authorize Immigration, Refugees and Citizenship Canada and Canada Border Services Agency to release information from my case file and that of my dependent children under 18 years of age to my representative.

Make sure to include : Representative name, postal address, telephone number and fax number and electronic mail address.


	<b>COMMON REASONS FOR THE RETURN OF THE APPLICATION PACKAGE</b>
<ul style="list-style-type: none"> <li>• Required form was not signed and dated by the client.</li> <li>• Principal applicant (PA) and family member information does not match the Generic Application Form (IMM 0008).</li> <li>• Invalid version of form was submitted with the application package.</li> <li>• Not all questions were answered by client.</li> </ul>	

**FORMS**

	<b>Do not submit originals <u>unless</u> otherwise stated as the documents you submit will not be returned. You must keep a copy of the completed forms and all documents before sending them to Immigration Refugee and Citizenship Canada (IRCC).</b>	<b>Format</b>
1	<p><b>Generic Application Form for Canada (IMM 0008)</b> Completed and signed by the principal applicant.</p>	Original <input type="checkbox"/>
2	<p><b>Additional Dependents/Declaration (IMM 0008DEP) (if applicable)</b> Completed, dated and signed by the principal applicant (if applicable).  To be completed if the principal applicant has more than five dependents (whether they are accompanying or not).</p>	Original <input type="checkbox"/>

3	<p><b>Schedule A: Background/Declaration (IMM 5669)</b></p> <p>Completed, dated and signed by everyone in the following list:</p> <ul style="list-style-type: none"> <li>the principal applicant;</li> <li>spouse or common-law partner (<b>whether they are accompanying or not</b>), and</li> <li>each dependent child over the age of 18 years (<b>whether they are accompanying or not</b>)</li> </ul> <p>Provide your detailed personal history from the last 10 years or since the age of 18, if you are less than 28 years of age. Do not leave any sections blank, or gaps in time. You must write "n/a" in any sections that are not applicable to your situation. Include all:</p> <ul style="list-style-type: none"> <li>jobs,</li> <li>periods of unemployment,</li> <li>study,</li> <li>vacations, or</li> <li>being a homemaker</li> </ul> <p>Do not use abbreviations. Do not use general words such as "employee", "working", and "manager." Specify your activity such as retail salesperson, architect, financial manager, etc.</p> <p><b>Note:</b> If this section is not accurately completed, it will cause delays in the processing of your application.</p>	Original <input type="checkbox"/>
4	<p><b>Additional Family Information (IMM 5406)</b></p> <p>Completed, dated and signed by everyone in the following list:</p> <ul style="list-style-type: none"> <li>the principal applicant;</li> <li>spouse or common-law partner (<b>whether they are accompanying or not</b>), and</li> <li>each dependent child over the age of 18 years (<b>whether they are accompanying or not</b>)</li> </ul>	Original <input type="checkbox"/>
5	<p><b>Schedule 1: Background/Declaration (IMM 0148)</b></p> <p>Completed, dated and signed by the principal applicant.</p> <p>Provide your detailed personal information and complete all of the questions concerning the requirements of the public policy.</p>	Original <input type="checkbox"/>
6	<p><b>Statutory Declaration (IMM 0151)</b></p> <p>Completed, dated and signed by the former Afghan interpreter who immigrated to Canada under one of the following 2009 or 2012 public policies:</p> <ul style="list-style-type: none"> <li><i>Special immigration measures for local staff in Kandahar who support Canada's mission in Kandahar Province, Afghanistan as of October 9th, 2009; or,</i></li> <li><i>Temporary public policy concerning certain local staff who provided direct support to the Canadian mission in Kandahar as of February 2012</i></li> </ul> <p>The former Afghan interpreter must complete and sign this form by solemn declaration in the presence of a notary public, lawyer, and commissioner of oaths or justice of the peace in Canada.</p>	Original <input type="checkbox"/>
7	<p><b>Additional Background Information Form (IMM 0153)</b></p> <p>Completed, dated and signed by all applicants between the ages of 16 to 79 AND currently residing in Afghanistan.</p>	Original <input type="checkbox"/>
8	<p><b>Use of a Representative (IMM 5476) (If applicable)</b></p> <p>Complete, date, sign and include this form in your application if you have a paid or unpaid representative.</p>	Original <input type="checkbox"/>
9	<p><b>Authority to Release Personal Information to a Designated Individual (IMM 5475) (If applicable)</b></p> <p>Complete, date, sign and include this form in your application if you have a Designated Individual</p>	Original <input type="checkbox"/>

## SUPPORTING DOCUMENTS

	<p><b>Do not submit originals unless otherwise stated as the documents you submit will not be returned. You must keep a copy of the completed forms and all documents before sending them to IRCC.</b></p>	Format
1	<p><b>Passports, travel documents, and other identity documents (if available)</b></p> <p>Copy of the pages of your passport, travel or other identity documents for you, your spouse or common-law partner and your dependent children, showing, for example:</p> <ul style="list-style-type: none"> <li>the passport number,</li> <li>date of issue and expiry,</li> <li>the photo, name, date and place of birth,</li> <li>pages showing any amendments in name, date of birth, expiration, etc.</li> </ul>	Copy <input type="checkbox"/>

2	<p><b>Identity and Civil Status Documents (if available)</b></p> <p>You must provide the following documents for you and your family members:</p> <ul style="list-style-type: none"> <li>• Tazkira</li> <li>• Birth certificates</li> <li>• Legal documents showing name or date of birth changes (if applicable)</li> <li>• Marriage certificate(s), final divorce or annulment certificate(s). If married more than once, include certificates from each marriage and divorce or annulment you, your spouse or common-law partner have had</li> <li>• Death certificate for former spouse(s) or common-law partner(s) (if applicable)</li> <li>• National ID cards (Tazkira) (if applicable)</li> <li>• If you have a common-law partner, complete and include the Statutory Declaration of Common-Law Union (<b>IMM 5409 - original</b>) and provide evidence that you have cohabitated with your partner for a period of at least 12 continuous months. Provide the following documents listing both your names, for example: <ul style="list-style-type: none"> <li>◦ copies of joint bank account statements, copies of leases, utility bills, etc.</li> </ul> </li> </ul>	<p>Copy</p> <input type="checkbox"/>
3	<p><b>Children's Information (dependents of the principal applicant)</b></p> <ul style="list-style-type: none"> <li>• Children's birth certificates (which name their parents)</li> <li>• National ID cards (Tazkira) (if applicable)</li> <li>• School records (if applicable)</li> <li>• If applicable, adoption papers issued by recognized national authorities showing the legal, approved adoption of adopted dependent children</li> <li>• If applicable, proof of custody for children under the age of 18</li> </ul>	<p>Copy</p> <input type="checkbox"/>
4	<p><b>Proof to support your relationship to the former Afghan interpreter</b></p> <ul style="list-style-type: none"> <li>• Evidence to support the family relation: this could be, but is not limited to, Tazkira, a birth, marriage or death certificate. If no documents are available or if some are missing, provide an affidavit (original) that explains the steps you took to obtain the information that were unsuccessful and a solemn declaration that you are related to the former Afghan interpreter (or the missing filial link in the documentary evidence provided).</li> </ul>	<p>Copy</p> <input type="checkbox"/>
5	<p><b>Fees</b></p> <p>There are no fees for this application.</p>	<p>Original</p> <input type="checkbox"/>
6	<p>This document checklist (IMM 0147)</p>	<p>Copy</p> <input type="checkbox"/>

### MAILING YOUR DOCUMENTS

	<p><b>You have addressed the envelope with correct postage to:</b></p> <p>Immigration, Refugees and Citizenship Canada  Centralized Intake Office - EFPP - Afghanistan  PO Box 12152  Sydney, NS  B1P 0K3  Canada</p>	
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