

MANDATORY ORDER FORM

Fully complete this form and submit with your application. Processing will be held if items are missing or incomplete.

SECTION 1. CONTACT INFORMATION

NAME		TELEPHONE	
E-MAIL		E-mail address will be used to provide vital passport tracking information as well as periodic travel updates & payment invoice	

SECTION 2. TYPE OF VISA TO BE PROCESSED (COMPLETE MULTIPLE LINES IF APPLYING FOR MORE THAN ONE VISA)

VISA 1	 HINT: LIST ABOVE THE COUNTRY FOR APPLICATION, CATEGORY (TOURIST, BUSINESS, WORK, ETC) AND TYPE (SINGLE, DOUBLE OR MULTIPLE) OF VISA	/ COST	 +
VISA 2	 HINT: LIST ABOVE THE COUNTRY FOR APPLICATION, CATEGORY (TOURIST, BUSINESS, WORK, ETC) AND TYPE (SINGLE, DOUBLE OR MULTIPLE) OF VISA	/ COST	 +
VISA 3	 HINT: LIST ABOVE THE COUNTRY FOR APPLICATION, CATEGORY (TOURIST, BUSINESS, WORK, ETC) AND TYPE (SINGLE, DOUBLE OR MULTIPLE) OF VISA	/ COST	 =

THIS BOX IS FOR INTERNAL OFFICE USE ONLY

TOTAL VISA COST

SECTION 3. OPTIONS FOR RETURNING YOUR PASSPORT TO YOU - PLEASE MAKE ONE SELECTION

- ☐ **PICK-UP AT OFFICE - \$0**
- ☐ **PRE-PAID - \$0** RETURN ADDRESS: (IF PAYING FOR RETURN)
- ☐ **FEDEX OVERNIGHT US - \$30** ADD \$20 FOR SAT DELIVERY. SOME RURAL LOCATIONS COST MORE
- ☐ **FEDEX OVERNIGHT CAN - \$50**
- ☐ **INTERNATIONAL - \$110+** SOME RURAL LOCATIONS COST MORE

Absolute latest date by which you must have your documents returned to you

RETURN SHIPPING

TOTAL RETURN COST

 RECIPIENT'S NAME		
 ADDRESS		
 CITY	 COUNTRY	 POST CODE
 THIRD PARTY PICKUP: PROVIDE NAME		

SECTION 4. PAYMENT FOR YOUR VISA APPLICATIONS

PLEASE MAKE A PAYMENT BY CHECK PAYABLE TO RA CONSULTING CORP.

GRAND TOTAL AMOUNT

ADD TOTAL VISA COST AND TOTAL RETURN COST FOR GRAND TOTAL

By using the services of Visa Center, I authorize to handle my personal information and my passport/other documents and particulars / to a foreign diplomatic mission in Canada & US for the purpose of acquiring a visa or other consular document. By signing this document, I accept in whole the following terms, conditions and limitations: Visa Center can not and does not guarantee a visa will be issued by a diplomatic office, as this is the sole prerogative of the foreign government. Visa Centre does not bear liability for the safety or security of your passport/document once the passport has entered the diplomatic grounds or passed into the control of a courier for return delivery. Visa Center is not liable for any stolen or lost passport, and has no liability for late delivery of passports and visas, and Visa Center does not bear any financial, legal or other obligations whatsoever for client ticket or other purchases, down payments, bookings or any kind of travel or other arrangements that were done prior to the issuance of visa or what may be affected by processing times or denial of visa. Visa Center does not bear any financial (or otherwise) responsibility from issues arising from errors and improper issuance of visas by the consulates; for losses resulting from, and does not compensate for travel expenses arising from any of the above. Visa Center will charge \$50.00 per passport for cancelled visa applications after the documents have been received for processing. I understand and fully accept the above mentioned. BY SIGNING BELOW YOU AGREE ABOVE CONDITIONS & CHARGES PROCESSED TO YOUR CARD IF PAYMENT IS BY CREDIT CARD. UNSIGNED FORMS WILL NOT BE PROCESSED.

SIGNATURE

CURRENT DATE

ADD TOTAL VISA COST TO TOTAL RETURN COST

SMS (Text) Notifications Application Form

Last Name	
First Name	
Cell Phone Number	
Name of the provider (Bell, Rogers, etc.)	

We shall be using the data provided by you in your SMS application form solely and exclusively to send your application status by SMS to your registered mobile number, and to send you these details also by e-mail at the indicated e-mail address. We may also provide your information to any government or government agency in connection with the processing of your application. **BY SIGNING THIS FORM YOU ARE NOTIFYING US THAT YOU CONSENT TO RECEIVING THIS INFORMATION BY SMS AND E-MAIL.** Please note that if you give your consent, you have the right at any time to withdraw this consent by notifying us at **VisaCenter by email info@visacenter.ca.**

Disclaimer and Terms and Conditions

1. The Short Messaging Service ('SMS') provided to Visa Applicants is to update on current status to the applicant with regards to Visa Application Process. The information provided by SMS is based among others on the information provided by the Embassy/Consulate. While VisaCenter ensures that information is made available to the visa applicant promptly and accurately, the Visa Applicant shall at all times be responsible for providing and maintaining an SMS text compatible mobile phone number where VisaCenter can send text messages regarding the status of the Visa Application to the Visa Applicant. The Visa Applicant is responsible for ensuring connection to a mobile network capable of receiving the SMS Services. The Visa Applicant understands that if The Visa Applicant 's mobile phone is switched off, disconnected for any reasons or is out of coverage for a period of 24 hours or more, The Visa Applicant's mobile network provider may delete any SMS messages to be received by The Visa Applicant.
2. The Visa Applicant confirms that the Visa Applicant has provided the accurate mobile number for receiving SMS and that the Visa Applicant is the owner or its legitimate user, or that the Visa Applicant has the consent of the owner or legitimate user, of the mobile phone using for the Services. The Visa Applicant acknowledges that using another person's mobile phone/providing inaccurate mobile phone number/unauthorized use of mobile phone number for receiving the SMS may entail disclosure of Visa Applicant 's confidential information which disclosure shall be at the sole risk of the Visa Applicant
3. The Services, once obtained, will be available to the Visa Applicant from the time of application till complete processing of the application or such other period as VisaCenter may advise via our website located at www.VisaCenter.ca . VisaCenter reserves the right to withdraw this service at any time and without notice.
4. The Visa Applicant must not use (or permit any third party to use) the SMS Service to send any message or communication which is Spam, illegal, offensive, abusive, indecent, obscene or menacing or causes annoyance, inconvenience or needless anxiety or infringes the rights of third parties. VisaCenter reserves the right to withdraw the SMS service to such Visa Applicant if The Visa Applicant is in breach of this paragraph 4. VisaCenter may also withdraw the Services if VisaCenter in its sole discretion apprehends that the SMS service is being used for such purposes.
5. For operational reasons VisaCenter may vary the technical specification of the Services with or without notice. In the event of any change to the Service these Terms and Conditions is to be treated as varied accordingly.
6. The time to deliver the SMS is dependent on several factors such as upon the traffic on the mobile network and whether The Visa Applicant mobile phone is within reach and switched on and cannot therefore be guaranteed by VisaCenter. VisaCenter is not a mobile network operator and does not guarantee the delivery of SMS text messages.
7. The Visa Applicant acknowledges that the SMS Services may, at any time, be adversely affected by problems with The Visa Applicant mobile phone network, type of mobile account, force majeure events including, without limitation, interference to the network coverage. VisaCenter is not responsible or liable to The Visa Applicant for any loss, damage or expenses incurred directly or indirectly by The Visa Applicant as a result of any difficulties experienced by the Visa Applicant's mobile phone service provider. Subject to the constraints described within this paragraph 7, VisaCenter shall carry out the services with reasonable care and skill.
8. If The Visa Applicant does not receive SMS relating to these Services, the Visa Applicant should inform VisaCenter through email.
9. The SMS service delivers the Visa Application Status based on the information received by VisaCenter from Embassy/Consulate.
10. The Visa Applicant agrees to comply with all instructions we may give concerning the Services, including any security instructions. We will be entitled to treat any failure by Visa Applicant themselves to comply with these instructions as a breach of these Terms and Conditions, which will entitle us to deny Visa Applicant access to the Services.
11. The Visa Applicant is responsible for paying charges for the message origination. Charges once paid for SMS service will not be refunded under any circumstances.
12. The Visa Applicant shall at its sole risk be responsible for taking all reasonable steps to prevent unauthorized persons gaining access to the Services.
13. While VisaCenter takes every precaution transmission of information to transmit information. VisaCenter shall not be responsible or liable for any unforeseen events and circumstances beyond the reasonable control of VisaCenter.
14. VisaCenter may in its sole discretion temporarily suspend the provision of the Services if such provision could materially affect the quality of any telecommunications service, including the Services, provided by VisaCenter.
15. VisaCenter specifically excludes all liability of any kind (including negligence) in respect of any third party information or other material made available on, or which can be accessed using SMS text services.

I have read and understood the Disclaimer and the terms and conditions contained therein and agree to abide by the same.

Signature of the Visa Applicant: _____

Date: _____ **Place:** _____

REGISTRATION WITH US EMBASSIES

The world unfortunately is not a safe place. When you travel abroad and surrounded by foreign environment many situations, in some cases hostile may arise, like terrorist attacks, banditry or even war. Plus there are natural disasters and catastrophes.

Visacenter.us can help you to make your contact information in the country where you are traveling available to US Embassy/Consular officials responsible for helping Americans abroad.

What is the registration?

Upon your request the Department of State in Washington DC will be provided with your major contact information in the country of your travel. In the event there is a need to contact Americans to offer urgent advice or evacuation during a natural disaster or civil unrest, US Embassy/Consulate contacts all registered US citizens in that country. U.S. consular officers assist Americans who encounter serious legal, medical, or financial difficulties.

OFFICIAL REGISTRATION IS RECOMMENDED for **ALL Americans** traveling abroad for business or pleasure, or residing abroad, irrespectively of the length of travel.

It is best to register **BEFORE the start of the trip.**

What should I do to register?

To register, you are required to fill-out short US Embassy Registration Request Form with your basic contact and travel information.

What is the cost?

The cost of **peace of mind** is just USD10.00 per person.

☐ *Yes, I want to register and agree that Visacenter.us submits on my behalf my data exactly as provided by myself on the form for US Embassy Registration service by The Bureau of Consular Affairs of the US Department of State and agree that for this act the charge of CAD 10.00 be added to the total payment for my visa services order.*

Signature: _____ **Date:** _____

Next step:

→ Please, fill-out the following US Embassy Registration Request Form

US EMBASSY REGISTRATION REQUEST FORM

BASIC INFORMATION

FIRST NAME
LAST NAME
DATE OF BIRTH GENDER ☐ M / ☐ F
MONTH DAY YEAR
CITIZENSHIP

PASSPORT

PASSPORT NUMBER
PASSPORT DATE OF ISSUE
MONTH DAY YEAR
PASSPORT DATE OF EXPIRATION
MONTH DAY YEAR

HOME RESIDENCE

ADDRESS 1
ADDRESS 2
CITY STATE
ZIP CODE CONTACT EMAIL ADDRESS

DESTINATION INFORMATION

COUNTRY
PURPOSE OF VISIT
DESTINATION DATE OF ARRIVAL
MONTH DAY YEAR
DESTINATION DATE OF DEPARTURE
MONTH DAY YEAR
TYPE of RESIDENCE ☐ HOTEL ☐ HOME ☐ SCHOOL ☐ OTHER
ADDRESS at DESTINATION
 CITY
PHONE NUMBER AT DESTINATION

Note: If you have more than one destination please, provide details on a separate sheet of paper.

DATE:
MONTH DAY YEAR

SIGNATURE:

Canada Visa Pricing (includes Embassy and handling fee)

Visa Type / Processing Time	1 days
Electronic Travel Authorization (eTA - e-visa) for Canada	\$ 50.00

*Above prices include Consular / Embassy fee, Visa Center fee. No other processing fees will be added.

INCLUDE THE FOLLOWING DOCUMENTS:

Canada Visa Requirements

- **To apply for Electronic Travel Authorization (eTA) Visa to Canada click on the following link:** <https://canada.visacenter.us/eform>

you must be a permanent resident of the USA or a citizen of one of the following countries: Andorra, Anguilla, Antigua and Barbuda, Australia, Austria, Bahamas, Barbados, Belgium, Bermuda, British Virgin Islands, Brunei, Cayman Islands, Chile, Croatia, Cyprus, Czech Rep., Denmark, Estonia, Falkland Islands, Finland, France, Germany, Gibraltar, Greece, Hungary, Iceland, Ireland, Italy, Japan, Korea South, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Monaco, Montserrat, Netherlands, New Zealand, Norway, Papua New Guinea, Poland, Portugal, Samoa, San Marino, Singapore, Slovakia, Slovenia, Spain, Sweden, Switzerland, Turks and Caicos.

- Current passport valid for more than 6 months at the time of application.
- **Note:**
 - Electronic Travel Authorization (eTA) is required for passengers arriving to Canada by AIR ONLY.
 - Canadian citizens, dual Canadian citizen, Canadian Permanent Residents, as well as US citizens do not require eTA.
 - You cannot apply using a Refugee Travel Document, Emergency Travel Document, Organization of American States (OAS) Travel Document or a UN Laissez-Passer.



APPLICATION FOR A TEMPORARY RESIDENT VISA MADE OUTSIDE OF CANADA
DEMANDE DE VISA DE RÉSIDENT TEMPORAIRE PRÉSENTÉE À L'EXTÉRIEUR DU CANADA

I want service in: ☐ English ☐ French
Je veux être servi(e) en : ☐ Anglais ☐ Français

File - Référence

☐ Single entry visa(s) requested Visa(s) pour un seul séjour demandé(s)	☐ Multiple entry visa(s) requested Visa(s) pour entrées multiples demandé(s)	☐ Transit visa(s) requested Visa(s) de transit demandé(s)
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2	APPLICANT REQUÉRANT	SPOUSE OR COMMON-LAW PARTNER AND CHILDREN CONJOINT OU CONJOINT DE FAIT ET ENFANTS		
Family name Nom de famille				
First name Prénom				
Second name Autre prénom				
Relationship Lien de parenté	SELF LUI-MÊME			
Sex Sexe				
Date of birth Date de naissance	D - J M Y - A 	D - J M Y - A 	D - J M Y - A 	D - J M Y - A
Place of birth Lieu de naissance				
Citizenship Citoyenneté				
Passport no. N° de passeport				
Passport expiry date Date d'expiration du passeport	D - J M Y - A 	D - J M Y - A 	D - J M Y - A 	D - J M Y - A
Marital status État matrimonial				
Will accompany you to Canada? Vous accompagnera au Canada?		☐ Yes Oui ☐ No Non	☐ Yes Oui ☐ No Non	☐ Yes Oui ☐ No Non

3	The purpose of my visit to Canada is - Objet de ma visite au Canada	
☐ Tourism Tourisme	☐ Business Affaires	☐ Other (Provide details below) Autre (Précisez ci-dessous)

4	Indicate how long you plan to stay in Canada Veuillez indiquer pour combien de temps vous planifiez de rester au Canada	From De	D - J M Y - A 	To À	D - J M Y - A
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5	Funds available for my stay in Canada Je dispose, pour mon séjour au Canada, de	CDN \$ \$ CAN
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6	My current mailing address. All correspondence will go to this address unless you indicate your e-mail address below, thereby authorizing correspondence, including file and personal information, be provided to the specified e-mail address. If you wish to authorize the release of information from your case file to a representative, indicate their address below and on the form IMM 5476. Mon adresse postale actuelle. Toute la correspondance sera envoyée à cette adresse, sauf si vous fournissez une adresse de courriel, auquel cas la correspondance autorisée, y compris vos renseignements personnels, sera envoyée à cette adresse de courriel. Si vous désirez autoriser la transmission de renseignements concernant votre dossier à un représentant, indiquez son adresse ci-dessous et sur le formulaire IMM 5476.	7	My residential address (if different from your mailing address) Mon adresse personnelle (si elle est différente de votre adresse postale)
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E-mail Courriel	Telephone number Numéro de téléphone	Fax number Numéro de télécopieur
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DO NOT WRITE IN THIS SPACE ESPACE RÉSERVÉ		
Officer - Agent		

8	a) Immigration status of applicant(s) in country where applying: Statut par rapport à l'immigration du (des) requérant(s) dans le pays où la demande est présentée	b) Valid until Valide jusqu'au
	☐ Citizen Citoyen	☐ Permanent resident Résident permanent
	☐ Temporary Resident Résident Temporaire	☐ Worker Travailleur
	☐ Student Étudiant	D - J <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table> M <table border="1" style="width: 20px; height: 20px; border-collapse: collapse;"></table> Y - A <table border="1" style="width: 100px; height: 20px; border-collapse: collapse;"></table>
9	My present job (Give the job title and a brief description of your position) Ma profession actuelle (Indiquer le titre de votre emploi et une brève description du poste)	
10	Name and address of my present employer or school Nom et adresse de mon employeur actuel ou de l'établissement d'enseignement	
11	Name, address and relationship of any person(s) or institution I will visit are Nom, adresse et lien de parenté de toute personne à qui je rendrai visite ou nom et adresse de tout établissement que je visiterai	
	Name - Nom	Address in Canada - Adresse au Canada
		Relationship to me - Lien de parenté
12	"X" THE APPROPRIATE BOX INSCRIRE « X » DANS LA CASE APPROPRIÉE a) Within the past two years, have you or a family member had tuberculosis of the lung or been in close contact with a person with tuberculosis of the lung? Au cours des deux dernières années, avez-vous eu, vous ou un des membres de votre famille, la tuberculose pulmonaire ou été en contact avec une personne qui a la tuberculose pulmonaire? ☐ YES OUI ☐ NO NON	
	b) Do you or an accompanying family member have any physical or mental disorder for which that person will require social and/or health services, other than medication, during the stay? Avez-vous, vous ou un des membres de votre famille qui vous accompagne, un trouble physique ou mental qui nécessiterait des services sociaux et/ou des soins de santé autres que des médicaments durant le séjour? ☐ YES OUI ☐ NO NON	
	Have you or any member of your family ever: Est-ce que vous-même ou tout membre de votre famille :	
	c) Committed, been arrested or charged with any criminal offence in any country? Avez-vous commis, ou avez-vous été arrêté pour avoir commis ou accusé d'avoir commis une infraction pénale quelconque dans n'importe quel pays? ☐ YES OUI ☐ NO NON	
	d) Been refused admission to, or ordered to leave Canada? Vous a-t-on jamais refusé l'admission au Canada, ou enjoint de quitter le Canada? ☐ YES OUI ☐ NO NON	
	e) Applied for any Canadian Immigration visas (e.g. Permanent Resident, Student, Worker, Temporary Resident (visitor), Temporary Resident Permit)? Avez-vous demandé un visa canadien auparavant? (par exemple, un visa de résident permanent, d'étudiant, de travailleur, de résident temporaire [visiteur] ou un permis de séjour temporaire)? ☐ YES OUI ☐ NO NON	
	f) Been refused a visa to travel to Canada? Vous a-t-on jamais refusé un visa pour le Canada? ☐ YES OUI ☐ NO NON	
	g) In periods of either peace or war, have you ever been involved in the commission of a war crime or crime against humanity, such as: willful killing, torture, attacks upon, enslavement, starvation or other inhumane acts committed against civilians or prisoners of war; or deportation of civilians? En période de paix ou de guerre, avez-vous déjà participé à la commission d'un crime de guerre ou d'un crime contre l'humanité, c'est-à-dire de tout acte inhumain commis contre des populations civiles ou des prisonniers de guerre, par exemple, l'assassinat, la torture, l'agression, la réduction en esclavage ou la privation de nourriture, etc., ou encore participé à la déportation de civils? ☐ YES OUI ☐ NO NON	
	If you answer "yes" to any of the questions c) to g) above, you must provide details in the box below marked "Related information". Si vous répondez « oui » à l'une ou plusieurs des questions c) à g) ci-dessus, vous devez fournir des détails dans cette case « Détails ».	
	Related information - Détails	
13	During the past five years have you or any family member accompanying you lived in any other country than your country of citizenship or permanent residence for more than six months? Au cours des cinq dernières années, avez-vous ou n'importe quel membre de votre famille vous accompagnant a-t-il vécu dans un autre pays que votre pays de citoyenneté ou de résidence permanente pendant plus de six mois? ☐ YES OUI ☐ NO NON If answer to question 13 is "yes", list countries and length of stay Si la réponse à la case 13 est affirmative, indiquer le nom de ces pays et la durée du séjour	
	Name Nom	Country Pays
		Length of stay - Durée du séjour
		From - De
		To - À
		D - J M Y - A D - J M Y - A
14	I declare that I have answered all questions in this application fully and truthfully. Je déclare avoir donné des réponses exactes et complètes à toutes les questions de la présente demande.	
	Signature of applicant - Signature du requérant	Date

This form has been established by the Minister of Citizenship and Immigration
 Formulaire établi par le ministre de la Citoyenneté et de l'Immigration

The information you provide on this form is collected under the authority of the *Immigration and Refugee Protection Act* to determine if you may be admitted to Canada as a temporary resident. It will be stored in Personal Information Bank CIC PPU 051, Foreign Temporary Resident Records and Case File. It is protected and accessible under the *Privacy Act* and the *Access to Information Act*.

Les renseignements fournis sur ce formulaire sont recueillis en vertu de la *Loi sur l'immigration et la protection des réfugiés* pour établir si vous êtes admissible au Canada à titre de résident temporaire. Ils seront versés au fichier de renseignements personnels CIC PPU 051, Dossier et fichier de résident temporaire. Ils sont protégés et accessibles en vertu de la *Loi sur la protection des renseignements personnels* et de la *Loi sur l'accès à l'information*.