



IMMIGRATION Canada

Application for Permanent Residence Simplified Application Process

Business Immigration

- Investors
- Entrepreneurs
- Self-employed Persons



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Forms:

- Application for Permanent Residence in Canada (IMM 0008BU)
- Use of a Representative (IMM 5476)

**This application is made available free by
Citizenship and Immigration Canada and is
not to be sold to applicants.**

**Cette trousse est également
disponible en français**

Contact Information

Web site

For more information on the programs offered by Citizenship and Immigration Canada, visit our Web site at www.cic.gc.ca. For some types of applications you can inform us of a change of address and find out what is happening with your application through [on-line services](#) on the Web site.

Within Canada

If you are in Canada, you can also phone our **Call Centre**. An automated telephone service is available seven days a week, 24 hours a day and is easy to use if you have a touch-tone phone. You can listen to pre-recorded information on many programs, order application forms, and for some types of applications the automated service can even update you on the status of your case.

When you call, have a pen and paper ready to record the information you need. Listen carefully to the instructions and press the number for the selection you want. At any time during your call, you may press * (the star key) to repeat a message, **9** to return to the main menu, **0** to speak to an agent, or **8** to end your call. If you have a rotary phone, wait for an agent to answer your call.

If you need to speak to an agent, you must call Monday to Friday between 8 a.m. and 4 p.m. local time.

From anywhere in Canada, call

1-888-242-2100 (toll-free)

Using a text telephone?

Call our TTY service from Monday to Friday between 8 a.m. and 4 p.m. local time at: **1-888-576-8502** (toll-free).

Outside Canada

If you are outside Canada, you can contact a Canadian embassy, high commission or consulate. Consult our [Web site](#) for addresses, phone numbers and Web site addresses of our visa offices.



This is not a legal document. For legal information, refer to the *Immigration and Refugee Protection Act and Regulations* or the *Citizenship Act and Regulations*, as applicable.

This publication is available in alternative formats upon request.

Overview

This package contains all the forms and information for investors, entrepreneurs or self-employed persons to apply for permanent resident status as a business immigrant as part of the Simplified Application Process. Under this process, the applicant does not submit supporting documentation with the initial application, but at a rather later stage. For more information see the section [What Happens Next?](#)

A **permanent resident** is a person who can live in Canada permanently but who is not a Canadian citizen.

A **business immigrant** is a person who may become a permanent resident based on his ability to become economically established in Canada.

There is currently a queue of business immigrant applications, creating a delay of several years. In order to avoid asking applicants to submit updated supporting documentation more than once, the Simplified Application Process has been introduced.

Under this process, applicants submit only a basic application form and fee. This guarantees a place in the processing queue, meaning that the regulations in effect on that date will apply to the application.

Who may apply under the Simplified Application Process?

You may apply for permanent residence as a business immigrant- Simplified Application Process if:

- you are either an investor, an entrepreneur or a self-employed person as defined in this guide (See the section [Types of Business Immigrants](#) for details);
- you do not currently have a temporary resident status in Canada as a worker or student;
- you have not been selected by Quebec

You may still be eligible to apply as a business immigrant in the the regular process if you do not meet the above criteria (for example, if you have a temporary resident status in Canada). For more information, refer to our [Web site](#).

Your business experience, your knowledge of French and English and your education are some of the criteria that will help us determine if you qualify as a business immigrant. To learn more about the criteria, and to verify if you meet the requirements, see the [Selection Criteria](#) section.

Other Classes

If you think you may qualify to apply under a different class, consult the chart below.

| If: | Consult the guide: |
|--|---|
| You have been selected by the province of Quebec | Guide for Quebec Skilled Workers |
| You have been nominated by a province under the Provincial Nominee Program | Guide for Provincial Nominees |
| You are interested in immigrating to Canada as federal skilled worker | Guide for Federal Skilled Workers |
| A relative, such as a parent, spouse or common-law partner, would like to sponsor your application for permanent residence | Guide for Family Class Applicants |

Types of Business Immigrants

Canada has three classes of business immigrants: **Investors**, **Entrepreneurs** and **Self-employed Persons**. You must choose to apply under only **one** of these classes, even if you meet the requirements for more than one class. Features of each type are listed below to help you make that decision. Note that you cannot change the class you are applying under once you have submitted your application.

Investors

Investors must have business experience. They must have **either**:

- (a) managed a qualifying business and controlled a percentage of equity of a **qualifying business** (see **Definitions**) for at least two years in the period beginning five years before the date of application and ending on the day a determination is made on the application, **or**
- (b) they must have managed at least five **full-time job equivalents** (see **Definitions**) per year in a business for at least two years in the period beginning five years before the date of application and ending on the day a determination is made on the application, **or**
- (c) a combination of a one-year period of experience described in subparagraph (a) and a one-year period of experience described in subparagraph (b).

The investor class applicant must have a net worth of at least \$800,000. They are required to make an investment of \$400,000, paid to the Receiver General of Canada. The investment is subsequently allocated to participating provinces and territories in Canada. These governments use the funds for job creation and economic development. The full amount of the investment (without interest) is repaid to the investor after five years. The exact date of repayment depends on when the \$400,000 is received by Citizenship and Immigration Canada. At the latest, the amount would be returned five years and 3 months after the date of payment. The return of the investment is fully guaranteed by participating provinces and territories.

Entrepreneurs

Entrepreneurs must have business experience. They must have managed and controlled a percentage of equity of a qualifying business (see **Definitions**) for at least two one-year periods in the period beginning five years before the date of application and ending on the day a determination is made on the application.

The entrepreneur class applicant must have a net worth of at least \$300,000. Additionally, they must have the intention and the ability to:

1. Control a percentage of equity of a qualifying Canadian business equal to or greater than 33^{1/3}% ;
2. Provide active and ongoing management of the qualifying Canadian business; and
3. Create at least one incremental full-time job equivalent for one or more Canadian citizens or permanent residents other than the entrepreneur applicant and their family members.

Entrepreneurs are required to sign a declaration stating they intend and will be able to meet the conditions of permanent residence.

Self-employed Persons

Self-employed immigrants must have **relevant experience** (see **Definitions**). Points are awarded for relevant experience within the five-year period immediately preceding the date of application and ending on the day a determination is made on the application.

Self-employed immigrants must have the experience, intention and ability to:

- establish a business that will, at a minimum, create an employment opportunity for themselves and that will make a significant contribution to cultural activities or athletics in Canada; or
- purchase and manage a farm in Canada.

Definitions

Full-time job equivalent: Defined as 1,950 hours of paid employment.

Qualifying business: A business—other than a business operated primarily for the purpose of deriving investment income such as interest, dividends or capital gains—for which, in each of any two years in the period beginning five years before the date of application and ending on the date of the interview decision, there is proof of any two of the following:

1. That the percentage of equity multiplied by the number of full-time job equivalents is equal to or greater than two full-time job equivalents per year;
2. That the percentage of equity multiplied by the total annual sales is equal to or greater than \$500,000;
3. That the percentage of equity multiplied by the net income in the year is equal to or greater than \$50,000; and
4. That the percentage of equity multiplied by the net assets at the end of the year is equal to or greater than \$125,000.

Relevant experience: In respect of a **self-employed person**, means

- For at least two **one-year periods** in the period beginning five years before the date of application and ending the day a determination is made on the application.
 - Self-employment in cultural activities or athletics; or
 - Participation, at the world-class level, in cultural activities or athletics; or
 - Farm management experience.

Note: If relevant experience involves cultural or athletic activities, a combination of a one-year period of self-employment and a one-year period at the world class level is acceptable.

You must meet all criteria at the time you submit your application.

How to Apply?

Step 1. Complete the forms

You, as the principal applicant, must complete and sign the following forms:

- *Application for Permanent Residence* (IMM 0008BU)
- *Use of a Representative* (IMM 5476), if applicable

This section does not contain instructions for all boxes on the forms. Most questions are clear; instructions are provided only when necessary.

- Photocopy the blank forms so that you and your family members each have two copies: a working copy and a final copy. Keep the working copy for your records.
- Print clearly with a black or blue pen.
- Answer in English or French, unless you are instructed otherwise.
- Use additional sheets of paper if there is not enough space on the form. Indicate your name, the form's title and the number or letter of the question you are answering.
- You must answer **all** questions that apply to you. If a section does **not** apply to you, answer "N/A" ("Not applicable"). If you leave sections blank or mark "N/A" in a section that is relevant to your situation, your application will be returned and processing will be delayed.
- If applicable, add your native language script for all names and addresses on your application.

Warning: It is an offence under the *Immigration and Refugee Protection Act* to knowingly make a false or misleading statement in support of your application for permanent residence in Canada. Doing so can result in a two-year ban from entering Canada.

Application for Permanent Residence (IMM 0008BU)

To be completed by:

- You, as the principal applicant

How many family members are included in this application?

This is the total number of your family members seeking permanent residence as part of your application.

Correspondence: Decide which of English or French you are more comfortable reading and writing, and check the appropriate box.

Interview: You may be called for an interview. Interviews can be conducted in English or French. You may also be interviewed in another language of your choice; however, you will be responsible for the cost of hiring an interpreter.

13. This is the address we will use to mail correspondence regarding your application. Print your address in English or French and, if applicable, also in your own native script.

17. Identity cards issued by a foreign national, provincial, municipal or other government, as well as cards issued by a recognized international agency such as the Red Cross, can be used to identify yourself. If you have such a card, print the number in the space provided. Photocopy both side of the card and include it with your application. If you do not have an identity card, print "N/A".

22. Use the instructions under **Factor 4: Language ability** to help you determine your ability in English and French.

27. For entrepreneurs and investors only: Indicate your net worth. To calculate it, you must add your total assets and subtract your total liabilities.

29. Details of family members

You must identify **all** of your family members on your application form. Your family members may apply for permanent residence as part of your application.

Family members include your:

- spouse or common-law partner; and
- dependent children.

For a complete definition, refer to the section **Family Members**.

Important: You must list all family members, whether they wish to be considered in your application for permanent residence at this time or not. Also list family members whose location is unknown (including those missing or presumed dead). Family members who are not listed on your application will **not** be able to be sponsored by you at a later date.

Note: Separated or former spouses and separated or former common-law partners are not eligible family members.

When must my dependent children meet the definition?

Your dependent children must meet one of the dependent children definitions (see the section **Family Members** for details) on the day we receive your application and, for types B and C, they must continue to meet this definition for permanent residence to be granted or for a permanent resident visa to be issued.

Will accompany you to Canada

Tell us if your family member will immigrate to Canada with you. He or she can arrive in Canada with you or at anytime between your arrival and the expiration of his or her visa.

30. If you do not sign the form, it will be returned to you.

You must meet all criteria at the time you submit your application.

Use of a Representative (IMM 5476)

Complete this form only if you are appointing a representative. To learn about who can represent you and for information about how to complete the form, refer to the guide *Instructions-Use of a Representative* (IMM 5561).

Release of information to other individuals

To authorize CIC to release information from your case file to someone other than a representative, you will need to complete form *Authority to Release Personal Information to a Designated Individual* (IMM 5475) which is available on our Web site at www.cic.gc.ca/english/applications/release-info and from Canadian embassies, high commissions and consulates abroad.

Step 2. Pay the Fees

The processing fee:

- is **non-refundable** whether your application is approved or not;
- must be paid when you send your application to the visa office;
- must be paid by the principal applicant and each accompanying family member.

Use the table below to calculate the amount required in **Canadian dollars (CDN\$)**.

Important: For information on how to pay your fees, such as the acceptable payment method, consult the Web site of the visa office to which you will be applying (follow the link in www.cic.gc.ca). Your processing fee payment must accompany your completed application. If it does not, your application will be returned to you.

| PROCESSING FEES | Number of People | Amount per Person | Amount Due |
|---|------------------|-------------------|------------|
| Principal applicant | 1 | x \$1050 | \$1050 |
| Spouse or common-law partner | | x \$550 | \$ |
| Each dependent child who is 22 years of age or older or who is married or in a common-law relationship, regardless of age | | x \$550 | \$ |
| Each dependent child under 22 years of age and not married or in a common-law relationship | | x \$150 | \$ |
| | | Total | \$ |

Right of Permanent Residence Fee

- **\$490 per person** for you (the principal applicant) and your spouse or common-law partner (if applicable). Dependent children are exempt.
- You will need to pay this fee before your application for permanent residence can be finalized. **We will send you a request to pay this fee** when we are ready to issue the permanent resident visa.

Note: We are presently unable to accept on-line payment.

Step 3. Mail your application

Send your application and the fees in a large envelope. Do not fold documents. For your personal records, you should make photocopies of all forms and your fee receipt submitted. To find out which visa office will serve you, consult our Web site at www.cic.gc.ca/english/offices/apply-where.html or contact a Canadian embassy, consulate or high commission.

Submit only the form and the proof of payment. If you send anything else, your package will be sent back to you. For more information about the documents, see the section [What Happens Next?](#)

Note: We are presently unable to accept on-line applications.

How to Ensure Your Application is not Returned to You

Did you:

- answer all questions on the forms?
- print "N/A" (not applicable) for questions that do not apply to you?
- sign the forms?
- include the appropriate fees?

While Your Application is Processed

- (a) **Acknowledgment of receipt:** If your application is complete, you will be sent a letter that:
- notifies you of this fact and provides you with your visa office file number
 - sets out some basic instructions for contact with the visa office
 - gives you a brief outline as to future processing steps and time frame
- (b) **Updating your address:** If you change your address, you must let the visa office know immediately, either by mail, by fax or by e-mail. Always refer to your file number on any correspondence.

Important: If your personal situation changes while your application is processed, **do not** contact the visa office. An update of your situation will automatically be requested before the office is ready to assess your application.

The processing time may vary from a visa office to another. You may want to improve your language skills and learn more about [communities across Canada](#) while your application is being processed.

Checking your application status

You can find out the current status of your application by logging on to our Web site at www.cic.gc.ca and selecting On-Line Services – e-Client Application Status.

If you do not want your information available on-line, you can remove on-line information by logging on to www.cic.gc.ca and selecting On-Line Services – e-Client Application Status.

What Happens Next?

The assessment of your application

The visa office will contact you, ask you to provide an update of your situation, and ask you to fill out a form with your history for the past years when it is ready to assess your application. The visa office will also send you a list of documents to submit, such as passport, proof of medical exam, police certificates, identity documents, proof of language test results, diplomas, etc.

Important: Do not submit any police certificate, proof of medical exam, proof of language test results or any other document before the visa offices asks you to do so.

Medical exam

You, and all your family members must undergo and pass an immigration medical exam, even if your family members will not be processed for permanent residence with your application. We will provide instructions on medical exams once we are ready to assess your application.

You will not be able to sponsor family members who do not undergo and pass a medical exam.

Police certificates

At the time we assess your application, you and all your family members who are 18 years of age and older will have to submit police certificates for each country in which you have lived for six months or more since the age of 18.

The decision

The officer will make a decision based on:

- the number of points that you accumulate in the selection factors
- your ability to meet the Required Funds amount for the size of your family

During the decision-making process, the visa officer may contact you if:

- further documentation is required
- a personal interview is required

Selection Criteria

You must first meet the definition of the one class you are applying under (investor, entrepreneur or self-employed person) to be eligible for selection. If you successfully meet the definition, you are then assessed against the five selection factors described below.

You must meet all criteria at the time you submit your application.

Selection Factors

Self-assessment worksheet

This worksheet will help you determine your chance of qualifying as a business immigrant. It explains the factors on which points are awarded and helps you estimate how many points you may be awarded for each factor.

If you have a spouse or common-law partner, you must decide which of you will be the principal applicant; the other person will be considered a family member. Use the self-assessment worksheet to determine which of you would score the most points. This person should be the principal applicant.

You can try our [On-line self-assessment tool](#) to help you calculate your points.

Investors and Entrepreneurs

Factor 1: Business experience (maximum 35 points)

Points are awarded for business experience that was obtained within the period beginning five years before the date of application and ending on the day a determination is made on the application.

Factor 2: Age (maximum 10 points)

Points are given for your age at the time your application is received.

Factor 3: Education (maximum 25 points)

Points are awarded for earned educational credentials as well as the number of years of full-time or full-time equivalent study. To be awarded points, you must meet **both** stated criteria.

Note: Full-time studies: At least 15 hours of instruction per week during the academic year. This includes any period of workplace training that forms part of the course.

Note: Full-time equivalent studies: If you completed a program of study on a part-time or accelerated basis, count the length of time it would have taken to complete the program on a full-time basis.

Factor 4: Language ability (maximum 24 points)

Points are awarded for proven ability in reading, writing, listening to and speaking English and/or French.

Factor 5: Adaptability (maximum 6 points)

A maximum of 6 points for adaptability can be earned by any combination of the following elements:

- You have made a business exploration trip to Canada in the period beginning five years before the date of your application.

- You have participated in joint federal-provincial business immigration initiatives.
- Note:** To claim adaptability points, you will have to provide a letter from a province confirming your exploration trip or participation in an initiative.

Self-employed Persons

Factor 1: Business experience (maximum 35 points)

Points are awarded for business experience that was obtained within the period beginning five years before the date of application and ending on the day a determination is made on the application.

Factor 2: Age (maximum 10 points)

Points are given for your age at the time your application is received.

Factor 3: Education (maximum 25 points)

Points are awarded for earned educational credentials as well as the number of years of full-time or full-time equivalent study. To be awarded points, you must meet **both** stated criteria.

Note: Full-time studies: At least 15 hours of instruction per week during the academic year. This includes any period of workplace training that forms part of the course.

Note: Full-time equivalent studies: If you completed a program of study on a part-time or accelerated basis, count the length of time it would have taken to complete the program on a full-time basis.

Factor 4: Language ability (maximum 24 points)

Points are awarded for proven ability in reading, writing, listening to and speaking English and/or French.

Factor 5: Adaptability (maximum 6 points)

Points are awarded for certain adaptability elements based on the experience of the principal applicant and/or that of his or her spouse or common-law partner.

The pass mark

The pass mark was last set at 35 points for all three business classes. To learn the current pass mark, consult our Web site at www.cic.gc.ca/business.

Keeping yourself informed

Selection criteria and other information for business class applicants can sometimes change. Note that:

- Applications will be processed according to the rules and regulations in effect at the time you submitted your application.
- Our [Web site](#) contains the most up-to-date news, selection criteria and applications. Check periodically to make sure you have the most current information.

Important: If your personal situation changes while your application is processed, do not contact the visa office. An update of your situation will automatically be asked before the office is ready to assess your application.

Family Members

You must identify **all** of your family members on your application form. Your family members may apply for permanent residence as part of your application.

Family members include your:

- spouse or common-law partner; and
- dependent children.

Important: You must list all family members, whether they wish to be considered in your application for permanent residence at this time or not. Also list family members whose location is unknown (including those missing or presumed dead). Family members who are not listed on your application will **not** be able to be sponsored by you at a later date.

Note: Separated or former spouses and separated or former common-law partners are not eligible family members.

Common-law partner

A common-law partner is a person of the opposite or same sex with whom you are in a conjugal relationship and who is currently cohabiting with you and has done so for at least one year.

Dependent children include:

- Your dependent children
- The dependent children of your spouse or common-law partner
- The dependent children of your dependent children

Note: If you are a divorced or separated parent, a minor child of whom you have joint or sole custody is considered a dependent family member. This applies even if the minor child usually lives with the other parent and will not join you in Canada.

Note: Dependent children also include children you adopted before they were 18 years of age.

| | |
|--------|--|
| Type A | He or she is under the age of 22; and is single (not married and not in a common-law relationship). |
| Type B | He or she has been continuously enrolled and in attendance as a full-time student in a post-secondary institution accredited by the relevant government authority and depends substantially on the financial support of a parent either <ul style="list-style-type: none"> • since before the age of 22; or • since marrying or entering into a common-law relationship (if it happened before the age of 22). |
| Type C | He or she is 22 years of age or older, has depended substantially on the financial support of a parent since before the age of 22 and is unable to provide for him/her self due to a medical condition. |