

WORK PERMIT (Documents Required)

Who's Eligible

- Have held a work permit that was valid in the 12 months before you applied for a new work permit.
- Main applicant (Spouses; common-law partners) who are being sponsored and who have received AOR letter from IRCC (Acknowledgment of Receipt letter).
- Provincial Nominee applicants and their family.
- International students; their accompanying spouses; common-law partners and dependent children currently enrolled or who have completed a Master's or PhD.
- Temporary Foreign Workers with valid LMIA (work contract); their accompanying spouses; common-law partners and dependent children under the age of 22 (currently only under Construction and Agriculture occupations).

Required Documents for the Applicant Include:

- Unique Client Identifier (UCI).
- A photocopy of a valid passport or travel document.
- A photocopy of supporting legal documentation of a name change.
- Request for a Change of Sex or Gender Identifier form (if applicable).
- Proof of residency in the past 5 years (country, status, period details).
- A photocopy of a national identity document (if applicable).
- A photocopy of a US PR Card (if applicable).
- Current employment reference letter.
- Record of Landing or Confirmation of Permanent Residence.
- Positive LMIA letter.
- Last 3 paystubs.
- Medical exam receipts for all members if they have completed it in the last 5 years.
- Proof of Biometrics if completed in the last 10 years.
- Payment Receipt.

Fees for Work Permits

This fee might change (\$155). Open work permit holder fee (\$100).



Head Office
533A Gladstone Ave. Toronto, ON M6H 3J1
Tel. 416.532.2824 Fax. 416.532.7432

Note: Applications **must be submitted online** with the exception of OWP for refugees, which can be submitted by mail to:

Case Processing Centre in Edmonton
Immigration, Refugees and Citizenship Canada
c/o Initial work permits for asylum claimants, Station 888
9700 Jasper Avenue NW, Suite 55
Edmonton, AB T5J 4C3

Application for a Work Permit

For more information, visit:

<https://www.canada.ca/en/immigration-refugees-citizenship/services/work-canada/permit/temporary/work-permit.html>