



Date: [REDACTED] 2023

UCI: 1 [REDACTED]  
[REDACTED]  
[REDACTED]

Application No.: [REDACTED]  
[REDACTED]

[REDACTED]  
[REDACTED]  
[REDACTED]  
Hong Kong

## Biometric Instruction Letter

Dear [REDACTED]

This letter refers to your application to Immigration, Refugees and Citizenship Canada (IRCC) for one of the following documents:

- temporary resident permit;
- work permit;
- study permit;
- temporary resident visa;
- visitor record;
- permanent resident application; or
- permanent resident card renewal.

Under the *Immigration and Refugee Protection Act (IRPA)* and its *Regulations*, you are required to have your fingerprints scanned and your photograph taken (your biometrics) at a biometric collection service point to help Visa Officers determine if you may enter or stay in Canada. Most applicants will need to give their biometrics at a biometric collection service point abroad **before** they travel to Canada.

Only those who are eligible to apply for a [work permit](#) or a [study permit](#) at a designated port of entry can give their biometrics upon arrival.

### Why is IRCC collecting my fingerprints and photograph?

Your biometric information will be used under the *Immigration and Refugee Protection Act (IRPA)* and its *Regulations* to determine if you may enter or stay in Canada. Your fingerprints may also be shared with law enforcement agencies in Canada and may be used for the enforcement of any Canadian or provincial law. For more information about why the Government of Canada collects biometrics, how it uses your information and how it protects your privacy, please visit:

<https://www.canada.ca/en/immigration-refugees-citizenship/campaigns/biometrics/facts.html> and <https://www.canada.ca/en/immigration-refugees-citizenship/campaigns/biometrics/protecting-applicants-privacy.html>.

**What you need to do next:**

You need to take this letter with you and go **in person** to any biometric collection service point to have your fingerprints and photograph taken. **Before you go, you need to make an appointment.**

- If you are outside Canada or the United States, you may go to any Visa Application Centre (VAC) most convenient to you.
- If you are in the United States, you may go to a United States Citizenship and Immigration Services (USCIS), Application Support Center (ASC) or a Visa Application Centre (VAC) located in the United States or its territories.
- If you are in Canada, you may go to a designated Service Canada location.

For more information on where to give your biometrics, please visit:

<https://www.canada.ca/en/immigration-refugees-citizenship/campaigns/biometrics/where-to-give-biometrics.html>.

**What you need to bring with you:**

When you present yourself at the biometric collection service point of your choice, **you must** bring the following:

- a **copy of this letter**, and
- the **passport** or **travel document** that you referenced in your application.

**Note: This letter is also your proof that:**

- you have paid the biometric fee; or
- you have claimed an exemption from the biometric fee under section 315.1 of the *Immigration and Refugee Protection Regulations* (IRPR). If, after reviewing your request, it is determined that you do not qualify for an exemption and are required to pay the biometric fee, you will be contacted by IRCC and your fee payment options will be explained to you.

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**FOR OFFICIAL USE AT BIOMETRIC COLLECTION SERVICE POINTS:**

Family Name: [REDACTED]

Given Name:

Date of Birth: [REDACTED] (yyyy/mm/dd)

Gender: [REDACTED]

Country of Birth: [REDACTED]

Citizenship: [REDACTED]

IRCC No.: [REDACTED]

For Visa Application Centre (VAC), IRCC Office, or Service Canada location:

IRCC No.:  
[REDACTED]

For US Application Support Center (ASC) use:

[REDACTED]



### **Important Information**

**You have 30 days from the date of this letter to present yourself at a biometric collection service point to give your biometrics:**

You must visit a biometric collection service point to have your fingerprints scanned and photograph taken **on or before** [REDACTED], 2023 . If you do not comply, your application may be refused. If your application is refused, you will have to submit a new application and pay the applicable fees.

If you cannot provide your biometric information (photograph and/or fingerprints) or if you need more than the 30 days, please complete a webform at <https://www.cic.gc.ca/english/contacts/web-form.asp> and provide a detailed explanation.

#### **If you have injuries or medical conditions:**

Some injuries and medical conditions may affect your ability to provide your ten (10) fingerprints or photograph. If you have a temporary injury or condition on your face and/or hands, you should wait until the injury heals or condition improves before you give your biometrics. If you have a permanent injury or medical condition on your face or hands, your photograph will still be taken and you will be asked to provide as many fingerprints as possible.

#### **If you hold multiple citizenships:**

You must use the same travel document throughout the application process, including when you go to a biometric collection service point to give your biometrics. You must also use the same travel document upon arrival in Canada.