



PRC FAX TEMPLATE - URGENT REQUESTS ONLY

List all applicants who require urgent processing below. **All requested information is mandatory; any information omitted may result in your urgent request being refused.**

SECTION A - PERSONAL INFORMATION

Name: Your full name as shown on your Record of Landing (IMM 1000) or Confirmation of Permanent Residence (IMM 5292)	Your current name if different from above:
Client ID: Found on your Permanent Resident Card (8 digits) or your immigration document number	Date of birth: Using this format: YYYY-MM-DD
Home Address: Complete address including postal code	Telephone number:
	Fax number:
E-mail address:	

SECTION B - APPLICATION INFORMATION

Date application sent: (YYYY-MM-DD)	Tracking number: Receipt from courier service, registered mail, etc.
Courier company used:	

SECTION C - TRAVEL INFORMATION

The following documents are mandatory and must be included in your fax.

Proof of travel:	Example: A copy of your plane, bus, train or boat ticket or a copy of your e-ticket or official itinerary. Your proof of travel must include your personal information such as your name.
Proof of partial/full payment for travel: Example: Your proof of payment must include the method of payment (cash, cheque, credit card) and the amount.	

We will communicate with you by e-mail within 2 business days after the reception of this request.