



General information

The sponsorship that you wish to undertake is subject to financial requirements. You must complete the French version of this form to enable us to assess your financial situation and determine whether you have had sufficient financial resources over the past 12 months to provide for the basic needs of persons you wish to sponsor and the members of their family, whether accompanying them or not, and whether you will continue to have these resources through the entire duration of your undertaking (Sections 3 to 5 of the form). Our evaluation will take into account:

- Your overall income and that of your spouse who co-signs the undertaking, if applicable.
- The income necessary to provide for the basic needs of your own family unit
- The income necessary to provide for the basic needs of the person(s) you wish to sponsor and, where applicable, their family members, whether or not they are accompanying the sponsored person(s)
- The income necessary to provide for the basic needs of any person who you may have already sponsored.

Note that we take into account only annual income from Canadian sources such as:

- Your gross salary and that of your spouse who co-signs the undertaking
- Your **net** corporate or self-employment income and that of your spouse who co-signs the undertaking, if applicable.
- The real amount of your dividends (received as income) and that of your spouse who co-signs the undertaking, if applicable.

If your personal employment income is insufficient to meet the regulatory requirements, your spouse or de facto spouse may co-sign the undertaking with you. The spouse must complete the form (Sections 2.2 and 6 to 8) and provide his or her own financial documents. Both of you will thus be bound by this undertaking and will be jointly and severally liable for the obligations contracted with regard to the persons who you are sponsoring.

For information regarding the **scales in effect for the current year**, consult the *Sponsor's Guide* or our website at www.immigration-quebec.gouv.qc.ca, *Sponsors and sponsored persons*, section on "[financial capacity evaluation](#)." You can also use the [electronic calculator](#) to learn the income requirements depending on your situation.

If you estimate that your personal employment income combined with that of your spouse or de facto spouse is insufficient to meet the financial requirements, you should then answer the questions on your other assets and income sources (Sections 5 and 8) and provide all the requested documents. This information will help us carry out a comprehensive examination of your assets and determine whether you have the financial capacity to assume an undertaking.

Important

Make sure to attach all required documents to the form or your application may be returned to you.

We will not return any documents that you submit in support of your application. You must therefore send us copies, except in the few cases where originals are required (please keep copies of these originals for your files).

Please fill out and sign the french version of this form. This English translation is included only to help you do so accurately.



Read the ***Sponsor's Guide*** before completing this form

1. Composition of your family

Write your family and first name(s) in block letters on the screen or by hand in blue or black ink.

1.1 Information on your identity

Family name at birth _____ First name(s) _____

1.2 Information on the identity of your spouse

Family name at birth _____ First name(s) _____

Date of birth (year/month/day) _____ Status: ☐ Spouse ☐ De facto spouse

If your personal income is insufficient to satisfy the scales in effect, your spouse may co-sign the undertaking with you.

1.3 Is your spouse co-signing the undertaking with you?

If yes, he or she must complete Sections 2.2, 6, 7, 8, provide all the required documents depending on his or her situation and sign and date Section 10.

☐ Yes
☐ No

Enter the information requested for each of your children and those of your spouse who meet the stated criteria, including children who do not live with you and those who live outside Canada.

1.4 Information on the identity of your dependent children

Enter all children, indicating for each the letter corresponding to his or her situation based on the following criteria:

A Child under 19 years of age who is neither married nor a de facto spouse

B Child aged 19 or older who is financially dependent due to a physical or mental disability

Family name	First name(s)	Sex Male (M) Female (F)	Date of Birth year/month/day	Situation: A or B
Children from your current union				
Children from your previous unions				

1.5 Check the box if you have no children, or if none of your children meet the criteria described in A or B (Point 1.4). ☐

1.6 Check the box if your spouse or de facto spouse has no children, or none of his or her children meet the criteria described in A or B (Point 1.4). ☐

You must declare all your undertakings either as a guarantor, co-guarantor or co-signer.

Provide the information requested on **each person who you have already sponsored and who has obtained the status of permanent resident or is awaiting his status.**

2. Previous undertakings

2.1 Undertakings assumed by the guarantor

Have you already assumed one or more sponsorship undertakings before this one?

If yes, provide the requested information

☐ Yes

If no, go to Section 2.2

☐ No

Family name	First name(s)	Sex Male (M) Female (F)	Date of Birth year/month/day	Date permanent resident status obtained, where applicable

Your spouse must complete this section only if he or she is co-signing the undertaking.

2.2 Undertakings assumed by the co-signing spouse

Have you assumed one or more sponsorship undertakings before this one, apart from those already listed in Point 2.1?

If yes, provide the requested information

☐ Yes

If no, go to Section 3

☐ No

Family name	First name(s)	Sex Male (M) Female (F)	Date of Birth year/month/day	Date permanent resident status obtained, where applicable



Before completing this section, consult the scales in effect for the current year. It can be found in the [Sponsor's Guide](#) or in the [Financial Capacity Evaluation](#) section of our website. You can also use the [electronic calculator](#) to find out the income requirements based on your situation.

SOURCE OF INCOME OR OTHER ASSETS OF THE GUARANTOR

Only annual income from Canadian sources is taken into account.	3. Information on your employment		Documents to provide
	3.1 Do you currently hold one or more paid jobs? <i>If no, go to Point 3.3</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	See # 5 and 6 in appendix
	3.2 Enter the start date of each of your current jobs <div style="margin-top: 10px;"> <div style="border-bottom: 1px solid black; width: 150px; margin-bottom: 2px;"></div> <div style="text-align: center; font-size: 0.8em;">year/month/day</div> </div> <div style="margin-top: 10px;"> <div style="border-bottom: 1px solid black; width: 150px; margin-bottom: 2px;"></div> <div style="text-align: center; font-size: 0.8em;">year/month/day</div> </div> <div style="margin-top: 10px;"> <div style="border-bottom: 1px solid black; width: 150px; margin-bottom: 2px;"></div> <div style="text-align: center; font-size: 0.8em;">year/month/day</div> </div>		
	3.3 Have you temporarily stopped working? <i>If yes, give the reason.</i> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <i>If no, go to Point 3.5</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	
	3.4 Enter the expected date of your return to work. <div style="border-bottom: 1px solid black; width: 150px; margin-top: 5px;"></div> <div style="text-align: center; font-size: 0.8em;">year/month/day</div>		See # 5 and 7 or 8 in appendix
	3.5 In the last 12 months, have you held another job that ended?	<input type="checkbox"/> Yes <input type="checkbox"/> No	See # 7 and 8 in appendix
4. Information on self-employment or the operation of a business		Documents to provide	
4.1 Are you a self-employed worker, owner of a personal business (sole proprietor) or of a general partnership?	<input type="checkbox"/> Yes <input type="checkbox"/> No	See # 9, 10 and 11 in appendix	
If your employment income combined with that of your spouse or de facto spouse who is co-signing the undertaking with you are insufficient to meet the existing scale, you must answer the questions in Section 5 and submit documents that correspond to your situation.	5. Information on your other assets and income sources		Documents to provide
	5.1 Do you receive income from the government: income replacement indemnity for a work accident (CSST) or car accident (SAAQ), parental insurance benefits (QPIP), Old Age Security allowances or other?	<input type="checkbox"/> Yes <input type="checkbox"/> No	See # 12 in appendix
	5.2 Do you receive pension income from a private plan?	<input type="checkbox"/> Yes <input type="checkbox"/> No	See # 12 in appendix
	5.3 Do you receive support payment (alimony) for yourself or your children?	<input type="checkbox"/> Yes <input type="checkbox"/> No	See # 13 and 14 in appendix
	5.4 Do you own immovable property?	<input type="checkbox"/> Yes <input type="checkbox"/> No	See #15, 16, 17 and 18 in appendix
	5.5 Do you receive rental income from a building that you own or co-own?	<input type="checkbox"/> Yes <input type="checkbox"/> No	See # 19 in appendix
5.6 Do you have capital invested in investment funds: Registered Retirement Savings Plans (RRSP), Tax-Free Savings Account (TFSA), etc.?	<input type="checkbox"/> Yes <input type="checkbox"/> No	See # 20 in appendix	

SOURCE OF INCOME AND OTHER ASSETS OF THE CO-SIGNING SPOUSE

If you are the spouse or de facto spouse of the guarantor and you are co-signing the undertaking, you must complete Sections 6 and 7.

Only annual income from Canadian sources is taken into account.

6. Information on your employment		Documents to provide
6.1 Do you currently hold one or more paid jobs?	<input type="checkbox"/> Yes	See # 5 and 6 in appendix
<i>If no, go to Point 6.3</i>	<input type="checkbox"/> No	
6.2 Enter the start date of each of your current jobs	<div>year/month/day</div> <div>year/month/day</div> <div>year/month/day</div>	
6.3 Have you temporarily stopped working?	<input type="checkbox"/> Yes	
<i>If yes, give the reason.</i>	<input type="checkbox"/> No	
<i>If no, go to Point 6.5</i>		
6.4 Enter the expected date of your return to work.	year/month/day	See # 5 and 7 or 8 in appendix
6.5 In the last 12 months, have you held another job that ended?	<input type="checkbox"/> Yes	See # 7 and 8 in appendix
	<input type="checkbox"/> No	

7. Information on self-employment or the operation of a business	Documents to provide
7.1 Are you a self-employed worker, owner of a personal business (sole proprietor) or of a general partnership?	<input type="checkbox"/> Yes
	<input type="checkbox"/> No

If you are co-signing the undertaking and your employment income combined with that of the guarantor is insufficient to meet the scales in effect, you must answer the questions in Section 8 and provide the documents required depending on your situation.

8. Information on your other assets and income sources		Documents to provide
8.1 Do you receive income from the government: income replacement indemnity for a work accident (CSST) or car accident (SAAQ), parental insurance benefits (QPIP), Old Age Security allowances or other?	<input type="checkbox"/> Yes	See # 12 in appendix
	<input type="checkbox"/> No	
8.2 Do you receive pension income from a private plan?	<input type="checkbox"/> Yes	See # 12 in appendix
	<input type="checkbox"/> No	
8.3 Do you receive support payment (alimony) for yourself or your children?	<input type="checkbox"/> Yes	See # 13 and 14 in appendix
	<input type="checkbox"/> No	
8.4 Do you own immovable property?	<input type="checkbox"/> Yes	See #15, 16, 17 and 18 in appendix
	<input type="checkbox"/> No	
8.5 Do you receive rental income from a building that you own or co-own?	<input type="checkbox"/> Yes	See # 19 in appendix
	<input type="checkbox"/> No	
8.6 Do you have capital invested in investment funds: a Registered Retirement Savings Plan (RRSP), Tax-Free Savings Account (TFSA), etc.?	<input type="checkbox"/> Yes	See # 20 in appendix
	<input type="checkbox"/> No	

9. Protection of personal information

The personal information collected on this form, and, where applicable, in any documents that must be appended to it, is necessary to process your application for an undertaking and to implement the Act respecting immigration to Québec, the Regulation respecting the selection of foreign nationals, and their administrative regulations.

The Minister may also use this information for the purpose of studies, statistics and program evaluation, or to convey any information to you that might affect your application.

Your personal information is confidential and may not be released without your consent unless authorized by law. In particular, the law allows personal information to be released without consent under certain conditions where this is necessary to:

- apply an Act in Québec;
- exercise the rights and powers of a Québec or Canadian public body, including Canadian immigration authorities;
- deliver a service of the Ministère or carry out a service contract awarded by the Ministère;
- prosecute an offence against an Act applicable in Québec or because of the urgency of a situation.

Within the Ministère, access to personal information is limited strictly to persons qualified to receive it where such information is necessary for the performance of their duties.

Except in the optional sections, any refusal to answer or any omission may result in the rejection of your application or delay the processing of your file.

You may learn what personal information the Ministère holds about you and, where applicable, present a written request for a correction.

For more information, contact the office that is handling your application. If this office cannot provide the requested information, contact the Ministère's official responsible for the protection of personal information at the Secrétariat général of the Ministère de l'Immigration, de la Diversité et de l'Inclusion at the following address: Édifice Gérald-Godin, 360 rue McGill, 4th floor, Montréal (Québec), H2Y 2E9.

*Read the declaration carefully
before signing it.*

*You must send the French form,
duly completed and bearing
the original signature.*

10. Declaration

I acknowledge that I have read the notice concerning the protection of personal information in Section 9 of this form.

I understand and accept the following:

- The Ministère may seek confirmation from a third party of the accuracy of the information and documents provided, and that I am committing an offence and am liable to a fine if I give the Ministère, an investigator or inspector any information that I know or should have known to be false or misleading.
- The Ministère may reject any application that contains false or misleading information or documents or an application that does not contain documents deemed relevant.
- The Ministère may refuse to examine an application for an undertaking from a person who, within the past two years, has provided any false or misleading information or documents.
- The Ministère may cancel an undertaking if the application contains false or misleading information or documents, or if the conditions required for its acceptance cease to exist;

I declare that the information provided in this application and any appended documents is accurate and complete.

Signature of guarantor

Date

Signature of co-signing spouse

Date



If you do not provide the required documents, your application may be rejected.

We will not return any documents that you submit to us. If necessary, keep copies of original documents requested.

		Compulsory documents	Guarantor	Co-signer
All these documents must be provided by the guarantor and, where applicable, by the co-signing spouse. ►	1	The original of the Financial Capacity Evaluation form, duly completed and signed		
	2	A copy of all your tax slips (Relevé 1, etc.) from the last income tax year.		
	3	A copy of your Québec personal income tax return for the last income tax year, including all schedules used, for example: Schedule L, Schedule G, TP-80 (Business or Professional Income and Expenses), etc.		
	4	A copy of the Notice of Assessment issued by Revenu Québec for the last income tax year		
Documents to provide depending on your situation				
If you are currently employed ►	5	The original of a recent letter from each of your current employers containing the following information: <ul style="list-style-type: none"> the date employment started and, if applicable, the date employment ended employment status (regular, part-time, seasonal, on-call, etc.) number of hours worked per week your gross annual salary your cumulative gross earning for the current calendar year <i>If you have temporarily stopped work, the letter must also state:</i> <ul style="list-style-type: none"> the reason and start date of your absence the actual or anticipated date of your return to work 		
	6	For each job: a copy of your two (2) last pay slips or two (2) last cashed paycheques (stamped by the bank)		
If you held one or more jobs that ended in the last 12 months or if you temporarily stopped working. ►	7	A copy of: <ul style="list-style-type: none"> the record of employment issued for employment insurance purposes (if available) or the two latest pay slips or a letter from your previous employer(s) stating the end date of your employment <i>If you stopped work temporarily in the last 12 months, the letter from the employer must also state:</i> <ul style="list-style-type: none"> the reason and start date of your absence the actual or anticipated date of your return to work 		
	8	A copy of the document issued by the Québec government confirming the start and end dates for benefits paid under the Québec Parental Insurance Plan		

		Documents to provide depending on your situation (cont'd)	Guarantor	Co-signer
If you own a company ►	9	A copy of the information return for the Business Register (Schedule 0) or a copy of the registration of your business or the constitution of your company		
	10	A copy, if they are available , of the financial statements of your company comparing the last two years of business, signed by an accountant (CA, CGA or CMA)		
	11	The original of a letter signed by an accountant (CA, CGA or CMA) indicating your gross taxable salary solely from income from your company		
Other documents to provide if your employment income is not sufficient				
Income from government or a private plan ►	12	A copy of official and personal documents stating: <ul style="list-style-type: none"> • benefits from the Old Age Security pension and any other retirement plan • benefits for handicapped children (copy of the benefits slip from Québec paid for a handicapped child) • permanent employment income replacement indemnity (CSST, SAAQ, private plan, etc.) • allowances or other permanent government benefits 		
	13	A copy of all pages of the judgment granting support payment		
Support payment paid to the guarantor or co-signing spouse ►	14	A copy of the last two support payment cheques cashed and stamped by the bank or a document from Revenue Quebec that confirms the collection of your support payment		
	15	A copy of your latest municipal or school tax account on which the value of your property is given		
Immovable property and rental income ►	16	A copy of all pages of the notarized agreement to purchase your property		
	17	If available, a copy of pages of a report from a certified appraiser, a member in good standing of the Ordre des évaluateurs agréés du Québec, indicating the address of your property and its market value		
	18	A document stating the balance of your mortgage: <ul style="list-style-type: none"> • The original of a letter from your financial institution stating the balance of your mortgage or • a copy of a recent account statement on your mortgage stating the address of the property and the balance of the mortgage or • the original of a letter from a notary attesting that the property is clear of mortgage 		
	19	A copy of the tax return reporting rental income from immovable property: TP-128 (Income and Expenses Respecting the Rental of Immovable Property)		
Financial resources excluding your current accounts ►	20	The following documents, depending on the case: <ul style="list-style-type: none"> • a copy of your most recent account statements (investments, RRSP, TFSA, etc.) • the original of a letter signed by the bank stating the name of the holder, the opening date and balance of your accounts, term deposits, RRSP, TFSA, etc. • proof that you hold bonds • any other financial document 		