



Request for certified true copy of Canadian travel document

PRIVACY NOTICE STATEMENT—All personal information provided on this application form is collected by the Passport Canada Program—Citizenship and Immigration Canada (PCPCIC) for the purpose of providing certified copies of a Canadian travel document. The personal information is collected, used, and disclosed under the authority of the *Canadian Passport Order* and in accordance with the provisions of the *Privacy Act*, as described in Personal Information Banks PPTC PPD 101 (Certificates of Identity and Refugee Travel Documents) and PPTC PPD 102 (Regular and Official Travel Passports). In the provision of this service, PCPCIC collects a fee under the *Passport and Other Travel Documents Services fees Regulations*.

A certified true copy is a reproduction of part of a single Canadian travel document that has been validated against the electronic record, certified as a true and authentic copy of the original, dated, and sealed.

Type or print in CAPITAL LETTERS using black or dark blue ink.

(A)	Personal information and certified true copy service request				
Surname (last name) / Given name (as it appears on the travel document)					
Current home address of the applicant (parent or legal guardian for a child's application)					
Number	Street	Apartment	City	Province/Territory/State	Postal/ZIP code
The travel document must be submitted with this request and may be retained by the office for verification purposes.					
Travel document number: _____					
A fee of C\$45 is payable for each request of one to three certified true copies of a Canadian travel document. The fee is not refundable if the request is cancelled or if you are not eligible for the service.					
Number of certified true copies required: _____					
Language of certified true copy:					
<input type="radio"/> English <input type="radio"/> French					

(B)	Certified true copy delivery
The service standard is ten (10) business days from the day the request is received.	
I would like the certified true copy to be:	
<input type="radio"/> Picked up in person at the office where the request for the certified true copy/copies was submitted. Or	
<input type="radio"/> Delivered by mail to the current home address provided in section A. Or	
<input type="radio"/> Delivered by mail to the following mailing address, if different from current home address provided in section A:	
_____ Address (c/o, Number, Street, Apartment, City, Province/Territory/State, Postal/ZIP code, Country)	

(C) To be completed by the travel document holder (or by the child's parent or legal guardian)	
Full name	Telephone number
Signature	Date Year Month Day
	Signed at City Country