



DOCUMENT CHECKLIST - COMMUNITY SPONSORS

The Sponsoring Group has enclosed the following items in the envelope(s):

- Completed and signed Undertaking/Application to Sponsor (IMM 5514) ☐
- Settlement Plan and Financial Assessment (IMM 5515) ☐
- Sponsor Assessment form(s) (IMM 5492) ☐
- Completed Document Checklist (IMM 5517) ☐

Each party to the sponsorship (Community Sponsor representative and all cosponsors) must provide a photocopy of the following:

- Immigrant Visa and Record of Landing (IMM 1000) ☐
or
- Canadian birth certificate ☐
or
- Both sides of their Canadian citizenship card ☐
or
- Both sides of their Canadian certificate of registration of birth abroad ☐

To establish proof of funds the Community Sponsor must provide:

- Last year's audited financial statement from the sponsoring organization (if applicable) ☐
- An original letter from a Canadian financial institution attesting to bank account details (if applicable) ☐
- An original letter from an organization guaranteeing a cash donation (if applicable) ☐
- Proof of alternate source(s) of funding (if applicable) ☐

Cosponsors who intend to use their personal income must provide:

- A copy of their T4 and/or T1 ☐
or
- A copy of their Notice of Assessment (from Canada Customs and Revenue Agency) ☐
or
- An original letter or proof of annotated cheque stubs from employer confirming Financial Profile details ☐
or
- If self-employed, a letter from an accountant confirming your annual income ☐
or
- Proof of other sources of income (pension, investments, etc.) ☐
or
- Employment Income pay stubs ☐

Additional documents included with the Undertaking/Application to Sponsor

If you are attaching additional documents to the application form, list them in this section:

1.
2.
3.
4.
5.
6.