



Getting your Canadian Passport

Steps to follow

- Fill out the application form.
- Make sure an authorized person (guarantor) signs Section 2 of your form. If you can't find one, use form PPTC 132 (Declaration for lack of guarantor).
- Provide two recent, identical, and untouched photos. Your guarantor needs to sign them, and you must write the photographer's details on the back.
- Attach required documents – your birth certificate or citizenship proof and an identity document. If you copy your identity document, sign and date both sides.
- Pay the fees – \$120 for a 5-year passport or \$160 for a 10-year one. You can pay in person with a debit/credit card or by certified check. By mail, use a credit card or certified check.

Where to Submit Your Request

- In person at a Passport Canada office or Service Canada Center.
- By mail to Passeport Canada, Gatineau, Quebec.

Important Notes:

- The process can vary based on your urgency, so check the Government of Canada website or call 1-888-567-6868.
- Passport offices are typically open Monday to Friday, 8:30 a.m. to 4:00 p.m.

Passport Renewal

If you already have a Canadian passport and want to renew it before it expires:

- You don't need a guarantor, proof of Canadian citizenship, or identity.
- Adults can renew, but not children.
- Renew it based on the entry and exit requirements of the country you plan to visit.
- Send your old valid passport with your renewal application. Your old passport will be canceled and cannot be used for travel.