

Young Farmer Nominee Program

Application Kit

This Application Kit outlines the requirements for the Provincial Nominee Program for Young Immigrant Farmers (PNP-YF). All of the necessary forms, along with instructions for completing the forms, are included. Please review carefully prior to applying to determine if you qualify to be considered for the program and to ensure that all necessary documents are submitted.

IMPORTANT

Manitoba's Young Farmer Immigration Program has been gaining in popularity over the last few years. As a result, our Program receives many applications in a given year. Therefore, Manitoba will select the applicants who best meet the qualifications and objectives of the program. Decisions on applications are final. There is no appeal process. However, this does not preclude applicants from applying again at a later date if the reasons for the refusal of the initial application have been addressed.

If we are unable to nominate you, you may apply directly to Canada's Business Immigration Program for entrepreneurs, investors and self-employed, with Manitoba as your destination.

For more information, please contact the:

Business Immigration and Investment Branch Skilled Workers

600 - 259 Portage Avenue
Winnipeg, Manitoba, Canada R3B 3P4

Telephone: (Canada 001) 204-945-1872

Fax: (Canada 001) 204-948-2179

E-mail: pnp-b@gov.mb.ca

Website: www.gov.mb.ca/businessimmigration

Labour and Immigration:

immigratemanitoba@gov.mb.ca

www.immigratemanitoba.com

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Please view our web site to download the following forms:

- Immigrant Application Form (IMM 0008 Generic; Schedule 1; Schedule 4; Schedule 4A, IMM 5476)
- Additional Family Information Form (IMM 5406)
- Young Farmer Supplementary Form (YFSF)
- Manitoba Information Release Form (MREL)
- Release of Information for Evaluation of Provincial Nominee Program Form (MEVA)
- Declaration of Intent to Reside in Manitoba

Introduction

The Province of Manitoba administers an immigration program called the Provincial Nominee Program (PNP). The program allows the Government of Manitoba to recruit and assess immigrants who are best suited to contribute to the province's economy and who intend to live and work in Manitoba. The PNP seeks out potential immigrants who are good candidates for Manitoba but who otherwise may not qualify under Canada's immigration criteria. An applicant nominated by Manitoba should receive favourable and prompt consideration from Citizenship and Immigration Canada as long as they comply with medical and statutory requirements, submitted bona fide documents, or are not proven to have intentions of going to a destination other than Manitoba.

There are two broad categories of immigrants under the Provincial Nominee Program. One is for skilled workers and the other is for business immigrants, including farmers. This application kit has information and forms for young immigrant farmers. Young farmers who intend to reside in Manitoba and who propose to establish or purchase farms in Manitoba may apply provided they meet the following requirements:

- Have a minimum of 3 years farm ownership experience, or 3 years farm management background;
- Are under the age of forty;
- Have a minimum personal net worth of \$150,000 CDN (Canadian dollars) after relocation costs;
- Are willing to commit a minimum of \$150,000 CDN for a farm venture in Manitoba;
- Have conducted a comprehensive exploratory visit to Manitoba for a minimum of seven (7) days prior to submitting the PNP-YF application. During your exploratory visit, **an interview with Manitoba Business Immigration and Investment Branch, Department of Competitiveness, Training & Trade, is required.** Details regarding the exploratory visit are found in the "[Guide to Applying for an Exploratory Visit to Manitoba](#)".
- Are able to provide documented assessment of farming opportunities in Manitoba and general knowledge of the province;
- Have marketable skills (principal applicant and/or spouse) to supplement farm income;
- Able to provide an outline of their farming proposal which can be assessed;
- Able to demonstrate that the combination of farm income and off-farm supplementary income will provide a family after tax income in excess of \$35,000 CDN per year; and
- If Nominated, will be able to deposit \$75,000 CDN with the Province until their farm has been acquired/established as per terms and conditions of approval.

If Nominated, You will be Instructed to:

- Sign a Cash Deposit Agreement (contract) and make a deposit of \$75,000 CDN into a bank account in Manitoba.
- Forward the original Federal Immigration Forms, processing and Right of Permanent Residency fees to an identified Federal Immigration Processing Centre that serves your area.

Citizenship and Immigration Canada (CIC) reviews the file, conducts a Security and a Health check, and may request an interview. CIC retains final authority in issuing the Permanent Resident Visa.

Important Terms

Before you review the Application Kit, please refer to the definitions below as they pertain to the PNP-YF:

Accompanying Dependents – a spouse, common-law partner or conjugal partner or dependent child (see below for definition of dependent children) of the principal applicant who intends to immigrate to Manitoba with the principal applicant. Accompanying adult dependents may be issued a PNP Certificate of Nomination if the principal applicant (parent) is approved as a provincial nominee and if the adult dependent:

- is between the ages of 22 – 25;
- has never been married or is not in a common-law relationship;
- is living with the principal applicant (parent) at the time the application is made; and
- will be traveling to Manitoba at the same time as the principal applicant.

Application – a package including all forms, supporting documents and information provided to the PNP-YF to request consideration by the PNP-YF.

Balance Sheet – a listing of the assets available to conduct business operations, the liabilities against those assets, and an indication of the scope of operations.

Canadian Society of Immigration Consultants (CSIC) – a self-regulating association of paid immigration representatives who are citizens or permanent residents of Canada. CIC and the PNP-YF will not release information to any paid immigration representative who is not a member in good standing with CSIC or a lawyer in good standing with a Law Society in Canada.

Canadian Visa Office – Citizenship & Immigration Canada (CIC) immigration office outside Canada, located at a Canadian Embassy, Canadian Consulate General, or Canadian High Commission.

Cash Deposit – a deposit will be made with the Government of Manitoba. This deposit will be held until the agreed investment has been made. Terms governing release of the deposit are found in the Cash Deposit Agreement. **Note: No interest will be paid on the deposit. No deposit is required until after the application has been assessed and approved.**

Cash Deposit Agreement – the agreement entered into between the applicant and the Province of Manitoba governing the terms and conditions under which the Deposit will be held and subsequently released.

Cash-Flow Statement (also known as Statement of Changes in Financial Position) – a Cash Flow Statement traces the flow of funds (or working capital) into and out of a business during an accounting period. It can be used to assess the timing, amount and predictability of future cash flows and it can be used as the basis for budgeting. There are three sections to a Cash Flow Statement: operating activities; investing activities; and financing activities. Cash flow is not the same as net income.

Certificate of Nomination – a certificate issued by the PNP directly to a CIC Visa Office indicating that an approved provincial nominee is eligible to apply to that office for a permanent resident visa.

CIC – Citizenship and Immigration Canada.

CIC Visa Office – Citizenship and Immigration Canada office at a Canadian Embassy, High Commission or Consulate that issues visas, including permanent resident visas.

Common-law partner – a common-law partner is a person who has been living with the principal applicant in a conjugal relationship for at least one year. The term refers to both opposite and same-sex relationships.

Dependent Children – children who are under 22 years of age and unmarried on the date the application arrives at the **Canadian** visa office, or children of any age or marital status who are financially dependent on their parents for ONE of the following reasons:

- they are in school full-time and are financially dependent on their parents since reaching the age of 22 (or from the date of their marriage, if married before 22). Students who interrupt their full-time studies are still considered dependents, as long as they are not away from their program of study for more than one year and continue to be financially dependent on their parents during that time; or
- they cannot support themselves due to a physical or mental disability, and are financially dependent on their parents.

Dependents who do not meet the above criteria may be considered for nomination under the Skilled Worker Program's *Strategic Recruitment Initiatives* AFTER the principal applicant has been nominated by PNP-YF. Please note the following:

- All existing dependents must be declared to the PNP-YF BEFORE nomination.
- New dependents, after nomination, must be declared to the PNP-YF and the Government of Canada Visa Office BEFORE permanent visas are issued.
- If you do not declare a new dependent to the PNP-YF and the Government of Canada before your permanent visa is issued, you will need to apply separately to sponsor these dependents through a Government of Canada sponsorship program AFTER you settle in Manitoba.
- The PNP-YF cannot assist you with a sponsorship program.

Equity Investment (Capital cash outlay) – the amount of money, in Canadian Dollars, which will be invested into a farm being established in Manitoba. This investment can take the form of Share Capital (Common or Ordinary Shares, Preferred Shares, or Subordinated Shareholder Loans). There will be no other claims on this money, except that of the Immigrant Farmer.

Exploratory Visit – a visit that gives the prospective farm immigrant an opportunity to acquire first-hand knowledge about living and farming in Manitoba. The visit may include market analysis/research, in-person meetings with the farming communities and government departments or agencies, relevant tours, and other important considerations in establishing or buying an existing business. (You may need a visitor visa to travel to Canada/Manitoba for an exploratory visit). Refer to the "[Guide to Applying for an Exploratory Visit to Manitoba](#)". During your visit you **must attend** an interview with Manitoba Business Immigration & Investment Branch. There will be a CDN\$50.00 cost recovery fee charged at the time of the interview.

Farm – an activity chosen by an Immigrant Farmer to practice in Manitoba which can be one or more, but not limited to, any of the following: the tillage of soil; livestock raising and exhibiting; maintaining of horses for racing; raising of poultry; fur farming; dairy farming; beekeeping; nursery or greenhouse operation; market gardening; fish farming; chick hatchery; tree farming; wild game preserve.

Farming Business Immigrant (for Manitoba) – a person who has the intention, relevant farming business experience, and ability to establish, purchase or make a required minimum investment in

a farming business in Manitoba that will contribute to the provincial economy and job creation. The farming business immigrant must also intend to live in Manitoba and have the ability to provide active and ongoing participation in the management of the farm.

Farm Plan – is a forecast for your farm prepared using the information available at: www.gov.mb.ca/agriculture/financial/farm/software

Financial Statements – documentation including balance sheets, income statements and cash flow statements that are audited or reviewed by independent accredited accountants. See individual definitions in this section for details on each of these items.

Immigration Representative - an immigration representative is a person who receives a fee to act on behalf of an application of the Provincial Nominee Program.

Income Statement – an indicator of a company's financial performance, which measures sales or revenues and expenses over a specified time period, usually one year.

Provincial Nominee Program for Young Farmers – a person under the age of forty who has been nominated in accordance with Manitoba's criteria for farming business immigrants. This person will be assisted in applying for a permanent resident visa through a designated Canadian Visa Office under the immigration category of Provincial Nominee.

Provincial Nominee Program for Business – a person who has been nominated in accordance with Manitoba's criteria for business immigrants. This person will be assisted in applying for a permanent resident visa through a designated Canadian Visa Office under the immigration category of Provincial Nominee.

Net Income – the amount of money a business has made over a specified period of time (usually one year). This is generally calculated as revenue less expenses and income (corporation) tax. It is calculated before dividends to shareholders or drawings to proprietors or partners.

Nominate – term used by the Province of Manitoba to select individuals for the Provincial Nominee Program.

Permanent Resident – a person who is legally in Canada as a landed immigrant, but who is not yet eligible to apply for or has not yet been granted Canadian citizenship.

Personal Net Worth – an indication of the financial background and strength of the principal applicant and spouse, which is calculated as the difference of assets (things *owned*) minus liabilities (things *owed*). It does not include value of personal items such as jewelry, furniture, appliances, etc.

Principal Applicant – the person (you or your spouse) who has a better chance of meeting the selection criteria for the Provincial Nominee Program for Farm Business.

Spouse – a person to whom the principal applicant is legally married. The term refers to both opposite and same-sex relationships.

Temporary Work Permit – a permit issued by a CIC Visa Office or case processing centre allowing the holder to work temporarily in Canada according to the conditions indicated on the permit. An approved provincial nominee may be eligible to apply for a temporary work permit without requiring HRSDC validation, if he/she has a job offer in his/her assessed occupation and a supporting letter from the PNP.

The Application Process

I M P O R T A N T :

**IF YOU HAVE NOT CONDUCTED AN EXPLORATORY VISIT,
BEFORE SUBMITTING YOUR APPLICATION CONTACT:**

MANITOBA BUSINESS IMMIGRATION & INVESTMENT BRANCH

(E-mail: pnp-b@gov.mb.ca; Phone (Canada 001) 204-945-1872; Fax (204) 948-2179).

To Apply For The Program, You Must:

- 1. Complete the enclosed forms.** Before you start, carefully read the detailed instructions for completing the forms. Make a photocopy of the forms for each person who will be completing them.
 - Application for Permanent Residence in Canada – IMM 0008 (Generic); Schedule 1 and Schedule 4, and Schedule 4A
 - Additional Family Information Form – IMM 5406
 - Authority to Release Information to Designated Individuals – IMM 5476
 - Manitoba Young Farmer Supplementary Form – MYFSUP
 - Information Release Form – MREL
 - Release of Information for Evaluation of Provincial Nominee Program–MEVA
- 2.** Collect all documents, as explained in detail in the Document Checklist. It is your responsibility to submit all supporting documents. If documents are missing, not translated or unclear, your application may be returned and not assessed. Translated documents must be notarized.
- 3.** Review and organize your completed forms and supporting documents in the same order as the Document Checklist to ensure you have a complete application package.
- 4.** PHOTOCOPY all your completed forms and supporting documents and attach the labels from the Document Checklist Tag Sheet. **KEEP THE ORIGINALS OF YOUR FORMS AND DOCUMENTS. IF NOMINATED, YOU WILL NEED THEM LATER IN THE APPLICATION PROCESS.**
- 5.** Submit the photocopy of your completed application package.
(DO NOT FAX APPLICATION PACKAGE.)
- 6. MAIL TO:**
**Manitoba Competitiveness, Training & Trade
Business Immigration and Investment Branch
600 - 259 Portage Avenue,
Winnipeg, Manitoba,
Canada R3B 3P4**
- 7.** Your application will be reviewed, and you will be contacted by letter, fax or electronic mail (e-mail) with the results. Further clarification and/or documentation may be requested.
- 8. Decisions on applications are final.** There is no appeal process. However, this does not preclude applicants from applying again at a later date, provided the reasons for refusal of the initial application have been addressed.

9. If you are accepted for the Young Farmer Nominee Program, you will be given a letter with further instructions on **depositing your \$75,000 CDN** and on forwarding any other necessary documentation to the province or to a Canadian Visa Office that serves your area.

Further instructions will be sent directly to you from the Canadian Visa Office regarding medical examinations.

The Canadian Visa Office may require additional documentation at that time. In some cases, you may be required to attend an interview.

The Province of Manitoba may withdraw a Certificate of Nomination at any time prior to the issuance of the Permanent Resident Visa if the Provincial Nominee or any accompanying dependent is deemed inadmissible as a result of medical, criminal or security checks, or the Province of Manitoba is advised that information provided in the application is false or misleading.

If and when all requirements are satisfactorily met, Citizenship and Immigration Canada will issue permanent residence visas for you and, if applicable, your dependents. Upon arrival in Manitoba, contact Manitoba Business Immigration and Investment Branch (Canada 011-204-945-1872) for general settlement support in establishing your business. Once the business has been established in accordance with the terms and conditions of your approval, you may request the release of the \$75,000 deposit.

At any time during this process you are encouraged to contact our office for further information or clarification, or if any relevant information you have previously provided has changed.

Frequently Asked Questions

Q1. What is the Provincial Nominee Program for Young Farmers (PNP-YF)?

A. The Provincial Nominee Program for Young Farmers (PNP-YF) is a component of an immigration program that was created through an agreement between the Government of Canada and the Province of Manitoba. The purpose of this program is to attract exceptional farm business persons who are able and willing to make an investment in and be active in a new or existing farm business in the Province of Manitoba. The PNP-YF accelerates the immigration process for you by providing a Nomination Certificate to allow for faster processing by the Government of Canada of your immigration application.

Q2. How much net worth must I have to qualify as a farm business immigrant under the program?

A. Young Immigrant farmers are required to have a legally earned or obtained net worth of at least CDN\$150,000 and be willing to invest at least CDN\$150,000 of their net worth into a new or existing farm business in which they will be actively involved.

Q3. How much does the program require me to invest in Manitoba?

A. The amount of investment you make in Manitoba will be dictated by the type of farm business you establish, what size it is, whether it will be a new farm business or an existing farm business in which you become an active partner. Depending on the size of the farm, the investment may be in the hundreds of thousands or millions of dollars. However, the investment amount must not, under any circumstances, be lower than \$150,000. This does not include the \$75,000 deposit.

Q4. If I am invited for an exploratory visit, will I automatically be nominated by Manitoba?

A. Receiving an invitation for an exploratory visit does not guarantee that the program will issue a Nomination Certificate. The program bases its decision on many factors in addition to the minimum net worth and management experience criteria.

Q5. Must I make an exploratory visit to Manitoba before submitting my application?

A. Yes. Exploratory visits are mandatory for a minimum of seven (7) days. This visit will allow you to identify and assess potential farm business opportunities as well as experience rural Manitoba's quality of life. For more information on exploratory visits, contact the Business Immigration and Investment Branch at pnp-b@gov.mb.ca; phone (Canada 001) 204-945-1872; or fax (204) 948-2179, or visit the "*Guide to Applying for an Exploratory Visit to Manitoba*."

Q6. Do my documents have to be translated by a certified translator?

A. All documents must be accurately translated into English or French. Education and employment documents that are translated must be notarized by a Notary Public or Commissioner of Oaths if they are not prepared by a certified translator. Copies of the official language documents must also be included. If nominated, the Canada Visa Office may require all translations to be notarized.

Q7. I do not understand English or French. Will you provide an interpreter to help me with the Exploratory Visit interview?

A. You must advise our office at least three weeks prior to your arrival to Manitoba that you will require an interpreter. Our office will provide an interpreter to assist you during your interview with a Program Officer. However, if you require the services of an interpreter when conducting the rest of your exploratory visit, you may contact the Language Bank of the International Centre of Winnipeg at 204-943-9158, or after hours and weekends at 204-943-7954.

Q8. If I obtain an invitation letter from your office, will I be guaranteed a Visitor's Visa to come to Canada?

A. Although the invitation letter is intended to assist interested potential applicants in their application for a visitor's visa to Canada, the granting of visitor visas is the sole responsibility of Canada. The Provincial Nominee Program for Young Farmers will extend invitation letters to applicants meeting the basic requirements for a visit. However, the issuance of all visas is the sole responsibility of the Federal Government's Department of Citizenship and Immigration Canada.

Q9. I have never owned a farm business. Does this affect my chances of qualifying?

A. While the experience of owning a successful farm business improves your chances of being selected, it is not essential. You must, however, be able to prove significant experience in actively managing a farm business at a senior level for a minimum of three (3) years. This may include financial, marketing or operations/production management experience, or expertise in the field specific to the intended farm business.

Q10. What kind of information should I include in my Farm Proposal?

A. Please find the "Guidelines for Farm and Off-Farm Income Estimates" on page 21 of the application kit. The guide will provide you with some valuable information as to what factors your Farm Proposal document should take into account. You may include any other information to your Farm Proposal document that is not referred to in the Guide, but that you think will be helpful in strengthening your proposal.

Q11. Do I need to hire a lawyer, consultant, or representative to help me complete or advise me on my application?

A. Our Program does not require you to hire a lawyer, consultant or representative to assist you with your application. In some cases (for example, if you have difficulty understanding the forms) you may wish to hire someone to help you fill out the forms or give advice. However, if you hire someone, your application will not receive special attention, or be handled differently from other applications.

Q12. What kind of farm businesses will not be considered?

A. Please refer to the "*Eligible Farm Business Investments*" section of our web site for specific information.

Q13. Why is a Deposit Agreement required?

A. If your application for nomination is approved by Manitoba, you will be required to make a CDN\$75,000 deposit to the Government of Manitoba, guaranteeing that you will live in Manitoba and start or purchase a farm business in Manitoba. The deposit will be refunded to you when the investment described in your application is made, your farm is operational and you are living in Manitoba. The *Deposit Agreement* ensures that the applicant understands the commitment to Manitoba.

Q14. When do I deposit the CDN\$75,000?

A. After you have been nominated, you will be given detailed instructions regarding the deposit of the CDN\$75,000 to the Province of Manitoba.

Q15. When is the CDN\$75,000 Deposit released?

A. You have 2 years from the date of landing to fulfill the requirements of the *Deposit Agreement*. Once you have met the terms and conditions specified in your Deposit Agreement, your CDN\$75,000 deposit will be returned to you in full. Deposits are released to the applicant only at their current address or may be wired to the applicant's account upon request. Any changes to the Deposit Agreement must be discussed and approved by the program's Business Settlement Office before proceeding with any other business.

Q16. If I am approved for the Provincial Nominee Program for Young Farmers, what is my next step?

A. If you are approved as a Provincial Nominee, a *Certificate of Nomination* will be issued in your name (and your dependents, if applicable) and you will receive a letter from the program which will provide detailed instructions about the deposit and the forwarding of Federal Immigration forms and Federal processing fees to the appropriate Canadian Visa Office that serves your area.

Q17. How long will it take for me to receive my immigration visa and what are the factors that may delay processing my application?

A. Based on current experiences with the program, applicants may receive their visas between 10 and 12 months after a complete application is received by the program.

There are several factors that can delay processing of your application. These may include, but are not limited to: not having completed an exploratory visit; the need for an interview with the Canadian Embassy; incorrectly completed or unsigned application forms and/or cheques; missing documents; unclear photocopies; documents not accompanied by a certified English or French translation; failure to provide an accurate mailing address or change of address; verification of information and documents provided or a change in family situation; a medical condition which may require additional tests or consultations; and a criminal or security problem.

Q18. May I change my plans for my farming venture after I arrive in Manitoba?

A. You may do so only with the approval of the program's Business Settlement Office. You will be required to contact the Business Settlement Office for counseling and guidance as soon as you think you may have difficulty fulfilling, and/or need to change, your business plans.

Q19. What if I need more time than the two years after landing to establish my farm business?

A. An extension may be granted depending on your circumstances and what kinds of activities you had undertaken within the two-year period. Extensions are not automatically granted unless requested for with an adequate explanation as to why the extension should be granted.

Q20. What if I am unable to proceed with my farm business venture in Manitoba?

A. If the farm business intent or farm venture does not go ahead, or another approved farm project involving comparable levels of investment and employment is not undertaken, your CDN\$75,000 deposit may be retained by the Province of Manitoba.

Q21. If my application is declined, can I appeal the decision, or if not, can I apply again?

A. The decision that the program makes is final. Such a decision will not prevent you from submitting another application at a later date. However, before submitting your next application, please ensure that all of the reasons causing your first application to be declined are fully addressed.

Q22. If I already have applied for immigration under a Federal Government Program, or under any other Provincial Nominee program, can I still apply under the program?

A. You may apply under the program only if your other application was filed with the Federal Government's Immigration Program even if that application is still waiting for a decision. Your application under the program will not be accepted if you already have a pending application with any of the other provinces of Canada.

Q23. What fees will I have to pay?

A. The Provincial Nominee Program for Young Farmers does not charge any processing fees. If you are nominated, you will be responsible for all federal immigration processing and the Right of Permanent Residency Fees. You will receive detailed instructions on payment of these fees after you are nominated.

Q24. Who do I contact after I arrive in Manitoba?

A. It is important that you meet with staff of the program's Business Settlement Office, which is located on the 6th floor – 259 Portage Avenue, Winnipeg, Manitoba, Canada telephone: 204-945-1872, and bring your landing papers with you at that time. The Business Settlement Office provides advice and guidance to newcomer business entrepreneur immigrants in preparing for and going through the establishment of their proposed businesses.

Q25. Can I start to dispose of my assets before getting my permanent resident visa?

A. Do not quit your job or dispose of any assets until Citizen and Immigration Canada has provided you with a permanent resident visa.

Q26. How are applications assessed to determine if it meets the program requirements?

A. The program's assessment system uses a multi-step process for reviewing applications for nomination. A preliminary assessment of the application is conducted at the exploratory visit step to determine if the application appears to meet the net worth and farm business experience criteria. Once the application is received, the file is comprehensively assessed by a Business Immigration Officer. The third step is for the recommendation of the officer to be reviewed by an Assessment Review Team comprised of senior management of the program. This three step process ensures that the application is reviewed by multiple officers of the program so that each application is assessed fairly.

Q27. Can I still apply if I have been refused under an immigration program of another province?

A. Yes you can still apply. However, an applicant is required to advise the program if an application has been made previously to another Provincial or Federal immigration program. You are required to advise the program of the results of that application including copies of any correspondence such as a letter of refusal. The application should contain sufficient information to allow the program to

evaluate why the reasons for refusal in the other Provincial or Federal programs do not apply to the application to Manitoba.

Q28. If I have dependants, relatives or friends living somewhere else in Canada will that cause my application to be automatically refused?

A. In the Declaration of Intent submitted as part of the application, an applicant declares that they understand that Manitoba only nominates individuals who intend to reside in Manitoba along with their dependent family members. The program strongly encourages applicants to demonstrate to the program that they will meet this requirement whether the applicant has or does not have relatives, dependants or friends in another province. If, for example, a dependant is studying in another province, an applicant might consider moving this dependant to an educational facility in Manitoba to demonstrate a commitment to the province. Having friends or relatives in another province does not automatically cause an application to be refused. However, the program must be convinced that the applicant will not come to Canada and reside in the province where those friends or relatives currently are. It is up to the applicant to convince the program of their sincerity to relocate to Manitoba.

Q29: Does the Program assist Nominees to identify specific farm business opportunities in Manitoba? What is a good farm business to invest in?

A: As a government entity, the Program does not endorse or advertise directly or indirectly any farm business opportunities. The program does not have a list of farms for sale. However, through the counseling services by the Business Settlement Office, the program will provide landed nominees with necessary information and knowledge that will allow them to undertake independent research for farm business opportunities in Manitoba. Manitoba has a very diverse agricultural economy with farm business opportunities in a variety of farming sectors. We encourage applicants to conduct as much research as possible to identify opportunities across the broad spectrum of farm businesses operating in the Manitoba agri-business economy

Q30. What is off-farm income?

A. Off-farm income is supplementary income that you or your spouse may need to earn by working outside of your farm. A significant number of Manitoba farmers work during the farming off-season to earn additional income. This income may be earned either through employment, or through operating a farm business. If the off-farm income is through employment, supporting documents could include offer of employment, trade or profession credentials in which experience was obtained. If the off-farm income is obtained through operating another farm business, a business proposal is required, including a forecast (please refer to the general “Guidelines for Farm and Off-Farm Income Estates” on page 21 of the application.

Q31. How do demonstrate potential off-farm income?

A. You can demonstrate potential off-farm income capability by providing documentation that shows your and/or your spouse’s training and/or experience in areas other than farming along with supporting information to demonstrate earning capability in Manitoba.

Q32. How do I prepare a budget/forecast for my farm?

A. You will find some helpful hints on how to prepare a budget/forecast in a Manitoba “Farm Plan” web site at: www.gov.mb.ca/agriculture/financial/farm/software.

Q33. What are marketable skills?

A. Principal applicants and/or their spouses, if applicable, must have skills or work experiences that could make them employable in some capacity so they can earn off-farm supplementary income. For instance, while their business activity may have been farming, they may also have experience in welding or repairing farm machines and equipment. At the same time, their spouses may also have skills and experiences that could open up employment opportunities for themselves within the community that they live.

Q34. How do I demonstrate marketable skills?

A. You can demonstrate marketable skills by providing documentation that shows your, or your spouses training and/or work experiences in areas other than your farm. Documents could include; educational, training or trade (Guild) certificates, income tax documentation that supports your work experience, and other related documents that support your capacity to be employable off farm and earn off-farm supplementary income.

NOTE: DO NOT QUIT YOUR JOB OR SELL OR DISPOSE OF YOUR PERSONAL POSSESSIONS AND FARM OR BUSINESS ASSETS UNTIL YOU HAVE OFFICIAL CONFIRMATION FROM CITIZENSHIP AND IMMIGRATION CANADA THAT YOU WILL RECEIVE A PERMANENT RESIDENT VISA.

How to Complete the Forms

The following text does not contain instructions for all the boxes on the forms. Most questions are clear; instructions are provided only when necessary. Note the following:

- Print clearly with a black pen or use a typewriter.
- Attach a separate sheet of paper if you need more space and indicate the number of the question you are answering.
- You must answer all questions. If you leave any sections blank, your application will be returned to you and processing will be delayed. If any sections do not apply to you, answer “N/A” (“Not applicable”).
- If your application is accepted and information you provide on the forms changes before you arrive in Canada, you must inform, in writing, the visa office to which you applied. You must do this even if your visa has already been issued.

Application for Permanent Residence in Canada (IMM 0008 Generic)

To be completed by:

- You, as the principal applicant.

At the top of this form, you will find three boxes:

Box 1: Category under which you are applying ...

Check the “Economic class” box.

Box 2: How many family members ...

Write the total number of people included in your application, including yourself and any family members, whether they are accompanying you to Canada or not.

Family members include your:

- **Spouse:** A husband or wife of the opposite sex
- **Common-law partner:** A person of the opposite or same sex with whom you have lived in a conjugal relationship for at least one year
- **Dependent children:** Daughters and sons, including children adopted before the age of 18, who:
 - are under the age of 22 and do not have a spouse or common-law partner;
 - have been continuously enrolled as full-time students and financially supported by their parents since turning 22 (or from the date of becoming a spouse or common-law partner if this happened before the age of 22); or
- have substantially depended on the financial support of their parents since before turning 22 and are unable to support themselves due to a medical condition.

Box 3: Language you prefer for ...

Correspondence: Decide which of English or French you are more comfortable reading and writing, and check the appropriate box.

Interview: Citizenship and Immigration Canada (CIC) has the right to call applicants for interviews for some valid reasons. In most of the PNP cases requirements for interviews are waived off. If you happen to be called for an interview by CIC, you will have a language choice of either English or French in which the interview would be conducted. You may also be interviewed in another language of your choice, in which case you will be responsible for the cost of hiring an interpreter if the Visa Officer scheduled to interview you is not familiar with the language of your choice.

Instructions for filling out the rest of the form are listed below:

1. Print your full **family name** (surname) as it appears on your passport or on the official documents that you will use to obtain your passport. Print all of your **given names** (first, second or more) as they appear on your passport or official documents. Do not use initials.
5. If you are a citizen of more than one country, give details on a separate page.
10. This section requires you to give details of your past marriages or common-law relationships. If you have never had a spouse or common-law partner other than your current one, check the “No” box and proceed to Question 11. If you have, check the “Yes” box and provide the details requested. If you have had more than two previous spouses or common-law partners, give details on a separate page.
12. Check the box that best describes the highest level of education you have completed. If you have not completed secondary school, check the “No secondary” box.

Secondary education: the level of schooling after elementary and before college, university, or other formal training (also called high school).

Trade/Apprenticeship: completed training in an occupation, such as carpentry or auto mechanics.

Non-university certificate/diploma: training in a profession that requires formal education but not at the university level (for example, dental technician or engineering technician).

Bachelor’s degree: An academic degree awarded by a college or university to those who complete the undergraduate curriculum; also called a baccalaureate. Examples include a Bachelor of Arts, Science or Education.

Master’s degree: An academic degree awarded by the graduate school of a college or university. Normally, you must have completed a Bachelor’s degree before a Master’s degree can be earned.

Ph.D.: the highest university degree, usually based on at least three years graduate study and a dissertation. Normally, you must have completed a Master’s degree before a Ph.D. can be earned.

14. This is the address we will use to mail correspondence regarding your application. Print your address in English and, if applicable, also in your own native script.

Details of Family Members

There is space for three family members on this form. If you have more than three family members, photocopy this page before you start to fill it in so you have enough space for everyone.

Given name(s)

Print all of your family members' **given names** (first, second or more) as they appear on their passports or official documents. Do not use initials.

Country of citizenship

If your family member is a citizen of more than one country, give details on a separate page.

Relationship to you

Indicate whether the family member is your spouse, common-law partner, daughter or son.

Will accompany you to Canada

Tell us if your family member will come to Canada with you. He or she must immigrate before the visa expires, but may arrive in Canada after you.

Education

Indicate the level of education your family member has successfully completed. Use the categories listed in Question 12.

Photos

- Take **Appendix C: Photo Specifications** sheet to a photographer. Ask the photographer to provide you with the number of photos requested in **paragraph 1 of Appendix A: Checklist**.
- On the back of each photo, write the name of the person appearing in the photo and their height and eye colour.
- Put the photos in an envelope and seal the envelope.
- Write **your** name and date of birth on the outside of the envelope.
- Staple the envelope to your permanent residence application form. Be careful not to staple or bend the photographs.

Background / Declaration (IMM 0008, Schedule 1)

To be completed by:

- You
- Your spouse or common-law partner (whether accompanying you to Canada or not)
- Your dependent children aged 18 or over (whether accompanying you to Canada or not).

1. Write all of your given names. Do not use initials.
6. Indicate your current status in the country where you now live (for example, citizen, permanent resident, visitor, refugee, no legal status, etc.)
10. Provide details of all secondary and post-secondary education. Begin with the most recent program completed.
11. You must account for every month since your 18th birthday. Under “Activity”, print your occupation or job title if you were working. If you were not working, enter what you were doing (for example, unemployed, studying, traveling, etc.). Attach another sheet if necessary.
15. Give a complete address including the street, town or city, province or region, and country. If there was no street or street number, explain exactly the location of the house or building. You must account for every month during the past 10 years. Do not use post office (P.O.) box address.

Application preparation

If a friend, relative, lawyer or other consultant helped you prepare your application, he or she must complete this section.

Declaration

Read the statements carefully. Sign and date in the boxes provided. By signing, you certify that you fully understand the questions asked, and that the information you have provided is complete, truthful, and correct. If you do not sign, the application will be returned to you.

Economic Classes – (IMM 0008, Schedule 4)

To be completed by:

- You, as the principal applicant.

4. “Funds” refers to money in Canadian dollars, and includes the value of any property you own. It does not include jewelry, cars or other personal assets.

Economic Classes – (IMM 0008, Schedule 4A)

To be completed by:

- You, as the principal applicant.

Authority to Release Information to Designated Individuals (IMM 5476)

To be completed by:

- You, as the principal applicant.

Privacy laws prevent us from releasing information about your application to anyone else unless you give us permission to do so. If you have a representative (for example, a relative, friend, lawyer or consultant) helping you to complete the application process and you authorize us to release information about your application to him or her:

- print the representative's name and address in this section and sign on the line provided.
- provide proof, such as a photocopy of a birth certificate or passport, that your representative is a Canadian citizen or permanent resident.

If your representative is not a Canadian citizen or permanent resident of Canada, it will not be possible to release information, even with your authorization.

Instructions for the Additional Family Information Form (IMM 5406)

EVERYONE WHO COMPLETES THE IMM 0008 FORM MUST COMPLETE THIS FORM (IMM 5406). MAKE ENOUGH PHOTOCOPIES BEFORE YOU BEGIN.

To be completed by:

- You
- Your spouse or common-law partner (whether accompanying you to Canada or not)
- Your dependent children aged 18 or over (whether accompanying you to Canada or not)

It is very important that you list on this form any other children (even if they are already permanent residents or Canadian citizens) that you, your spouse or common-law partner or your dependent children might have who are not included in your Application for Permanent Residence. This includes

- married children
- adopted children
- step-children
- any of your children who have been adopted by others
- any of your children who are in the custody of an ex-spouse, common-law partner or other guardian

You must answer all questions. If any sections do not apply to you, answer "N/A".

Instructions for the Young Farmer Supplementary Form (YFSF)

Instructions for completing the Young Farmer Supplementary Form (YFSF) are available on the form. Include as much information as possible using additional pages where needed.

Instructions for the Information Release Form (MREL)

This form must be completed by the principal applicant. It must be signed and dated by both the principal applicant and spouse (if applicable) in the presence of a **witness**. You must identify the city or town and country in which this document is signed.

Instructions for the Release of Information for Evaluation of Provincial Nominee Program (MEVA)

If nominated, your signature(s) on this form allows us to collect information, after you have landed in Canada, to evaluate the Provincial Nominee Program.

This form must be completed, signed and dated by the principal applicant and spouse (if applicable) in the presence of a **witness**. You must identify the city or town and country in which this document is signed.

Guidelines for Farm and Off-farm Income Estimates

Young Farmer Nominee Program

The Young Farmer Nominee Program requires applicants under the Young Farmer Nominee Program to:

1. provide details of the proposed farm operation which they plan to undertake once they land in Manitoba. The farm proposal should contain a well-thought out plan; not necessarily one where all issues have been thoroughly researched, but enough to demonstrate that the farm has a reasonable chance of success. Some helpful guidance of how to prepare a farm plan and what factors to take into account in doing so can be found in the web site: www.gov.mb.ca/agriculture/financial/farm/software under the "Farm Plan".
2. demonstrate that they and/or their spouses, if applicable, have skills and experiences that would make them employable in some capacity so that they can earn off-farm supplementary income. For instance, while their main job may have been farming, they may also have had experience in welding or repairing farm machines and equipment. At the same time, their spouses may also have skills and experiences that could open up employment opportunities for themselves within the community in which they live. It is also possible to consider having a small business that meets some needs of the surrounding community.
3. demonstrate, in concrete terms, that they have determined the potential income from the farm operation, and have a concrete plan on how they will be able to supplement their farm income so that they will be in a position to meet their minimum annual before-tax income requirement of \$35,000 CDN.

Document Checklist

Submit **PHOTOCOPIES** of all applicable documents, along with your photocopied application forms. Translations of any documents in languages other than English or French must be certified or notarized.

Assemble your documents in the order listed below. Attach the relevant DOCUMENT CHECKLIST TAGS provided in this package. Use this checklist to verify that you have all the required documents.

NOTE: DO NOT SEND ORIGINALS OF OFFICIAL DOCUMENTS SUCH AS BIRTH CERTIFICATES, PASSPORTS, ETC. ONLY PHOTOCOPIES ARE TO BE FORWARDED BY MAIL.

ITEM NO.	DOCUMENT	CHECK IF COMPLETE
1.	<p>APPLICATION FOR PERMANENT RESIDENCE IN CANADA (IMM 0008 Generic; Schedule 1, Schedule 4, Schedule 4A, and IMM 5476) Check that it is complete and signed and that you have included (not stapled) six specified photos (with names on the back for each applicant) for each member of your family and yourself.</p> <p>SCHEDULE 1: BACKGROUND DECLARATION Include a Schedule 1 form completed by:</p> <ul style="list-style-type: none"> • the principal applicant • spouse or common-law partner • each dependent child over 18 years of age. <p>SCHEDULE 4: ECONOMIC CLASSES – Provincial Nominees Completed by the principal applicant.</p> <p>SCHEDULE 4A: ECONOMIC CLASSES – Provincial Nominees Completed by the principal applicant.</p> <p>IMM 5476: AUTHORITY TO RELEASE INFORMATION TO DESIGNATED INDIVIDUALS Completed by the principal applicant.</p>	
2.	<p>ADDITIONAL FAMILY INFORMATION (IMM 5406 – 1 page) Completed by:</p> <ul style="list-style-type: none"> • The principal applicant • Spouse or common-law partner • Each dependent child over the age of 18 years. <p>Each person who completes an IMM 0008 form must also fill out the IMM 5406.</p>	

ITEM NO.	DOCUMENT	CHECK IF COMPLETE
	<p>Check that it is complete and signed. Attach additional pages, if necessary. Write IMM 5406 on the corner of each additional page.</p>	
3.	<p>YOUNG FARMER SUPPLEMENTARY FORM (MFBSUP)-7 pages</p> <p>YFSF form should be completed by the principal applicant ONLY. Ensure that:</p> <ul style="list-style-type: none"> a) appropriate questions are answered in full; b) all attachments are included; and c) the form is signed by both principal applicant and spouse. <p>Attach additional pages, where necessary. Write MYSFS on the top of each additional page.</p>	
4.	<p>MANITOBA INFORMATION RELEASE FORM (MIRF) – 1 page</p> <ul style="list-style-type: none"> a) complete, sign and date this form; and b) ensure that a witness has also signed. <p>This form permits the Province of Manitoba to work on your behalf.</p>	
5.	<p>RELEASE OF INFORMATION FOR EVALUATION OF PROVINCIAL NOMINEE PROGRAM (RIEPPN) – 1 page</p> <ul style="list-style-type: none"> a) complete, sign and date this form; and b) ensure that a witness has also signed. <p>This form permits the Manitoba Government to evaluate the Provincial Nominee Program.</p>	
6.	<p>IDENTITY / MARRIAGE INFORMATION</p> <p>Submit:</p> <ul style="list-style-type: none"> a) all appropriate birth, marriage, divorce, proof of separation, and/or death certificates for yourself and your spouse; b) if there are discrepancies in these documents, provide a sworn Affidavit explaining the discrepancies; and c) a clear copy of your National Identity Card/Certificate or Cedula (where applicable). 	
7.	<p>CHILDREN'S INFORMATION</p> <p>Submit:</p> <ul style="list-style-type: none"> a) each child's birth certificate (which includes the name of their parents); b) adoption papers; c) proof of custody for children under the age of 18 and proof that the children may be removed from the jurisdiction of the court; 	

ITEM NO.	DOCUMENT	CHECK IF COMPLETE
	<p>d) proof that you have fulfilled any obligation stated in a custody agreement for any children not accompanying you to Canada; and</p> <p>e) proof of continuous full-time studies for all dependent children aged 19 or over such as letter(s) from the school(s), signed by a school official, confirming continued enrolment in full-time studies since turning 19 years of age.</p>	
8.	<p>PASSPORT / TRAVEL DOCUMENTS Submit:</p> <p>a) photocopies of passport or travel documents that are valid for at least two years for yourself, your spouse and dependent children; DO NOT SEND ORIGINAL DOCUMENTS. Children must each have their own passport, separate from their parents. You are required to submit only photocopies of pages showing the Passport number, date of issue and expiration, your photo, name, date and place of birth.</p> <p>If you reside in a different country than your nationality, include a copy of your visa for the country in which you currently reside. Note: Nationals of the People’s Republic of China should note that Public Affairs Passports are NOT valid for immigration to Canada.</p> <p>b) copies of entry or exit visas from previous visits to Canada.</p>	
9.	<p>EDUCATION INFORMATION Submit:</p> <p>a) copies of educational degrees, diplomas or certificates for both the principal applicant and the spouse. Proof of education must include official transcripts showing school(s) attended, courses taken, degree(s) completed and photocopies of professional licenses;</p> <p>b) all documents translated into English or French; and if the principal applicant studied in Manitoba, provide documentation.</p>	
10.	<p>EMPLOYMENT INFORMATION (as applicable) Submit:</p> <p>a) copies of letters of reference detailing both the principal applicant and spouse’s past and present work experience. Letters of reference must be official and signed by an authorized Representative of the company who is identified by name and title. Each letter should indicate:</p> <ul style="list-style-type: none"> • specific period of your employment with the company; • position(s) you held, and time spent in each position; • your main responsibilities in each position; and • total annual salary during your employment. <p>b) any letter(s) or contract(s) about your employment or information you believe may be relevant to your successful establishment in Manitoba. This may help to determine the suitability of your employment skills, as well as demonstrate your motivation, adaptability, initiative or resourcefulness; and</p> <p>c) evidence of past employment in Manitoba, if applicable.</p>	

ITEM NO.	DOCUMENT	CHECK IF COMPLETE
	<i>*Numbers 11 to 16 are related to the information requested on the Farm Business Supplementary Form (FBSUP).</i>	
11.	PROOF OF RELATIONSHIP TO FAMILY IN MANITOBA (III) If you have relatives in Manitoba, submit: a) Photocopies of birth and marriage certificates of the relative in Manitoba (showing the names of common parents); AND Photocopies of Canadian Passports or Certificates of Citizenship, or Immigration Visas of relatives in Manitoba.	
12.	FARM EXPERIENCE OR FARM MANAGEMENT BACKGROUND (V) Submit: a) Curriculum vitae (or resume); b) Description of each farm/business that you have owned or operated in the last three years; c) It is advisable to include reference letters from farm or business associates such as your bank manager, accountant, lawyer, partners/company shareholders, or business associations who can confirm your farm experience.	
13.	FINANCIAL INFORMATION (VI) Submit photocopies for each farm owned or operated in the last 5 years: a) business licences or business registration certificates; b) balance sheets, income statements, statements of changes to financial position (cash flow) for the past 3 years; c) farm income tax returns for the past 3 years.	
14.	PERSONAL NET WORTH STATEMENT (VI) Submit personal income tax returns for the past 3 years.	
15.	PROOF AND REPORT ON VISIT TO MANITOBA (VII) Submit: a) itinerary of your visit; and b) description of your research c) proof of stay in Manitoba	
16.	FARM INTERESTS IN MANITOBA (VIII) Submit details of intended farm venture.	
17.	CODE OF CONDUCT Completed by: <ul style="list-style-type: none"> • principal applicant • representative (if applicable) Submit original document	
18.	DECLARATION OF INTENT Completed by principal applicant Submit original document	

Document Checklist Tags

ASSEMBLE YOUR DOCUMENTS AS LISTED BELOW.
ATTACH YOUR DOCUMENTS TO THE RELEVANT TAG.

1. IMMIGRANT APPLICATION FORM (IMM 0008 Generic; Schedule 1, Schedule 4, Schedule 4A and IMM 5476)

2. ADDITIONAL FAMILY INFORMATION (IMM 5406)

3. YOUNG FARMER SUPPLEMENTARY FORM (YFSF)

4. MANITOBA INFORMATION RELEASE FORM (MIRF)

5. RELEASE OF INFORMATION FOR EVALUATION OF PNP
(RIEPNP)

6. IDENTITY / MARRIAGE INFORMATION

7. CHILDREN'S INFORMATION

8. PASSPORT / TRAVEL DOCUMENTS

9. EDUCATION INFORMATION

10. EMPLOYMENT INFORMATION

11. PROOF OF RELATIONSHIP TO FAMILY IN MANITOBA

**12. FARMING EXPERIENCE OR FARM MANAGEMENT
BACKGROUND**

13. FINANCIAL INFORMATION

14. PERSONAL NET WORTH STATEMENT

15. PROOF AND REPORT ON VISIT TO MANITOBA

16. FARM INTERESTS IN MANITOBA

17. CODE OF CONDUCT

18. DECLARATION OF INTENT

REFER TO “*THE APPLICATION PROCESS*” IN THIS KIT FOR DETAILED INSTRUCTIONS ON PREPARING AND SUBMITTING YOUR APPLICATION PACKAGE.