

NO. OF APPLICANTS	RATE PER PERSON
4 applicants and above	PHP 12,999
2 – 3 applicants	PHP 13,500
Single applicant	PHP 13,999

INCLUSIONS	EXCLUSIONS
✓ Visa Consultancy ✓ Visa and Biometrics Fee ✓ Flight and Hotel Reservations ✓ Travel Itinerary ✓ Application Cover Letter	✗ Courier Fee for Passport Submission and Return

STEPS IN CANADA VISA PROCESSING

1. Please read and sign our [Data Privacy Agreement](#) then email it together with the accomplished [questionnaire](#) and the scanned copy of Passport's bio page for Free Assessment (we will advise the chances of approval)
2. After the assessment and should you wish to proceed with the application, pay the visa assistance fee then email the proof of payment together with all the requirements (soft copy only)
NOTE: Please provide everything that you can because this is the hardest visa to apply for.
3. We will forward the application to the Canada Embassy. Once forwarded, we'll wait for the embassy to send the Biometric Request then we'll schedule your biometric appointment.
4. Make sure to bring the Biometric Request and Appointment Letter on your biometric appointment together with your valid passport for identification.
5. Once done with the Biometrics, we will wait for the result which is up to 25 working days. Once approved, your passport must be submitted to the embassy for finalization of the Visa. You may personally submit your passport to any of our offices or through a courier.
6. Upon submission of your Passport, it'll take 5 to 7 working days before it will be released with the Visa. We will notify you once your passport with Canada Visa is ready to be claimed at our office EGJ Travel Services.

LIST OF REQUIREMENTS

(All documents needs to be scanned and sent to email only – no need for hard copy)

APPLICANT'S PRIMARY REQUIREMENTS

- ☐ Accomplished [Application Form](#)
- ☐ Accomplished [Family Information Form](#)
- ☐ If applying with a minor or a dependent: Accomplished [Use of Family Member Representative Form](#)
- ☐ Philippine Passport's bio page with at least 6 months validity (make sure page 3 is signed)
- ☐ Travel History – Visa and Stamps on Passport for the past 10 years
- ☐ Old Passport's Bio Page if passport stamps or visa from the past 10 years is there

- ☐ Passport size photo (4.5cm x 3.5cm)
Must be taken from a photo studio and should have white background

APPLICANT'S FINANCIAL REQUIREMENTS

- ☐ Bank Certificate with OR from the Bank
 - Ideal current balance is PHP 250,000 and ideal Average Daily Balance of PHP 100,000
 - Must include the type of account, opening date, average daily balance and current balance
- ☐ Bank Statement for the past 3 months
- ☐ Proof of Assets
 - Land Title
 - Vehicle OR CR
 - Investments, Insurance, Time Deposits

ADDITIONAL REQUIREMENT IF APPLICANT IS A EMPLOYED

- ☐ Signed Certificate of Employment
 - Indicate applicant's position, date hired, compensation, office address, HR landline number and email address
- ☐ Company ID
- ☐ Latest ITR (Income Tax Return)
 - Form 2316 for individual / Form 1701 or Form 1702 for companies
- ☐ If no ITR, please provide a notarized Affidavit explaining the absence of ITR
- ☐ PRC Card or IBP Card

ADDITIONAL REQUIREMENTS IF APPLICANT IS A BUSINESS OWNER/SELF-EMPLOYED/CORPORATION

- ☐ DTI or SEC Permit
 - If SEC Permit, include the GIS (General Information Sheet)
- ☐ Mayor's or Business Permit
- ☐ BIR Company Registration
- ☐ Latest ITR (Income Tax Return)
 - Form 2316 for individual / Form 1701 or Form 1702 for companies
- ☐ If no ITR, please provide a notarized Affidavit explaining the absence of ITR
- ☐ Business Financial Statement
- ☐ PRC Card or IBP Card

ADDITIONAL REQUIREMENT IF APPLICANT IS STUDENT

- ☐ School Certificate or Enrollment Certificate
- ☐ School ID
- ☐ School Calendar Year

ADDITIONAL REQUIREMENT IF APPLICANT IS RETIRED/SENIOR CITIZEN

- ☐ Senior Citizen ID
- ☐ Certificate of Retirement (if applicable)

ADDITIONAL REQUIREMENT IF APPLICANT IS VISITNG A FAMILY/FRIEND

- ☐ Invitation Letter from Family/Friend
- ☐ Proof of Relationship to the Applicant
- ☐ Passport Copy of Family/Friend



- ☐ Permanent Resident Card of Family/Friend (if applicable)
- ☐ Guarantee Letter from Family/Friend who will provide you with your accommodation

ADDITIONAL REQUIREMENT IF APPLICANT IS SPONSORED

- ☐ Proof of Relationship to the Applicant
- ☐ Copy of Passport
- ☐ Sponsor's Financial Requirements (Bank Certificate and Bank Statement for 3 months)
- ☐ Notarized Affidavit of Support and Guarantee Letter

ADDITIONAL REQUIREMENT IF SPONSOR IS EMPLOYED

- ☐ Signed Certificate of Employment
 - Indicate applicant's position, date hired, compensation, office address, HR landline number and email address
- ☐ Company ID
- ☐ Latest ITR (Income Tax Return)
 - Form 2316 for individual / Form 1701 or Form 1702 for companies
- ☐ If no ITR, please provide a notarized Affidavit explaining the absence of ITR
- ☐ PRC Card or IBP Card

ADDITIONAL REQUIREMENTS IF SPONSOR IS A BUSINESS OWNER/SELF-EMPLOYED/CORPORATION

- ☐ DTI or SEC Permit
 - If SEC Permit, include the GIS (General Information Sheet)
- ☐ Mayor's or Business Permit
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TERMS AND CONDITIONS

- Visa approval is at the discretion of the Embassy. We cannot guarantee a 100% approval.
- Visa submission is within five (5) working days after the receipt of complete documents and if there are no additional requirements needed. We strongly suggest applying at least 2 months prior to the planned travel date.
- For a denied application, you can re-apply after 6 months.
- No refunds for the Visa Assistance Fee.