

Adult SIMPLIFIED RENEWAL Passport Application




for Canadians applying in Canada or from the USA

GENERAL INFORMATION

Aussi disponible en français

Forms are regularly updated. Applicants are encouraged to use the interactive form available online at passportcanada.gc.ca

Failure to complete all the required sections of this form will result in your application being refused.

<div style="border: 1px solid black; padding: 5px;"><p>(A) Who May Use This Form?</p><p>IMPORTANT—You may use this form only if:</p><ul style="list-style-type: none">• you were at least 16 years of age at the time of your previous application;• the name on this application form is exactly as it appears on page 2 of the submitted passport;• you submit a previous Canadian passport that:<ul style="list-style-type: none">• was/is valid for five (5) years;• is not damaged;• was never reported lost or stolen; and• is valid or expired for no more than one year.<p>NOTE: You are NOT eligible to use this form if the passport contains a spousal surname observation and you wish to have your new passport issued in your spousal surname.</p></div>	<div style="border: 1px solid black; padding: 5px;"><p>(E) Applying in Person</p><p> Canadians can submit an application in Canada at:</p><ul style="list-style-type: none">• a Passport Canada regional office• a participating Canada Post office• a participating Service Canada Centre<p>Passport Canada regional offices are listed in section I of this application and on our website at www.passportcanada.gc.ca.</p><p> For Canadians submitting an application from the USA:</p><p>This form can only be used to submit an application by mail (see section G) or in person at a Passport Canada regional office (in Canada).</p></div> <div style="border: 1px solid black; padding: 5px;"><p>(F) Processing Times</p><p>For information on current processing times, visit our website at www.passportcanada.gc.ca or contact us by phone (see section H).</p></div>										
<div style="border: 1px solid black; padding: 5px;"><p>(B) Requirements Checklist</p><ul style="list-style-type: none"><input type="checkbox"/> Both pages of the application form completed and signed within the last 12 months.<input type="checkbox"/> Two (2) identical passport photos taken within the last 12 months. Photos do not need to be signed.<input type="checkbox"/> Any Canadian passport issued to you within the last six (6) years from the date we receive this application.<input type="checkbox"/> The fees.<p>Note: All documents submitted throughout the passport application process that are written in a language other than English or French must be translated by a certified translator.</p><p>You may be required to apply for a passport through the general application process using form PPTC 153, or provide additional documents or information in support of this application.</p></div>	<div style="border: 1px solid black; padding: 5px;"><p>(G) Applying by Mail</p><p> <i>Mailed-in applications are processed in Canada.</i></p><table style="width: 100%;"><tr><td style="width: 50%; vertical-align: top;"><p>BY MAIL</p><p>Passport Canada Foreign Affairs and International Trade Canada Gatineau QC K1A 0G3 CANADA</p></td><td style="width: 50%; vertical-align: top;"><p>BY COURIER</p><p>Passport Canada 22 de Varennes Street Gatineau QC J8T 8R1 CANADA</p></td></tr></table><p>DO NOT mail or bring this application to a Government of Canada office in the USA. However, passport applications and related forms are available at these offices.</p><p>The original documents that you enclose with your application are valuable. To ensure that they are not lost or misplaced, it is preferable to use a courier or mail service that allows you to trace your mail.</p></div>	<p>BY MAIL</p> <p>Passport Canada Foreign Affairs and International Trade Canada Gatineau QC K1A 0G3 CANADA</p>	<p>BY COURIER</p> <p>Passport Canada 22 de Varennes Street Gatineau QC J8T 8R1 CANADA</p>								
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<div style="border: 1px solid black; padding: 5px;"><p>(C) The Fee</p><p>For Canadians submitting an application in Canada—C\$87 (includes the passport service fee of C\$62 and consular services fee of C\$25)</p><p>For Canadians submitting an application from the USA—C\$97 (includes the passport service fee of C\$72 and consular services fee of C\$25)</p><p>Note: Passport Canada does not accept personal cheques or payment in cash for applications submitted in Canada.</p><table style="width: 100%;"><tr><td style="width: 50%; vertical-align: top;"><p>Accepted methods of payment (Canadian funds only)</p><ul style="list-style-type: none">• Debit card (in person only).• Credit card (fill out and detach section D of this form and enclose it with your application).• Certified cheque or money order/international money order (postal or bank) payable to the Receiver General for Canada.</td><td style="width: 50%; vertical-align: top;"><p>Important</p><ul style="list-style-type: none">• Every person who requests a passport service must pay the applicable fee.• Applicants who cancel their application or are refused a passport are not eligible for a refund of the passport service fee. Only the consular services fee of C\$25, applied only to adult applications, is refundable.• Administrative fees and applicable interest will be applied to all dishonoured payments.• Fees are subject to change.</td></tr></table></div>		<p>Accepted methods of payment (Canadian funds only)</p> <ul style="list-style-type: none">• Debit card (in person only).• Credit card (fill out and detach section D of this form and enclose it with your application).• Certified cheque or money order/international money order (postal or bank) payable to the Receiver General for Canada.	<p>Important</p> <ul style="list-style-type: none">• Every person who requests a passport service must pay the applicable fee.• Applicants who cancel their application or are refused a passport are not eligible for a refund of the passport service fee. Only the consular services fee of C\$25, applied only to adult applications, is refundable.• Administrative fees and applicable interest will be applied to all dishonoured payments.• Fees are subject to change.								
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<div style="border: 1px solid black; padding: 5px;"><p>(D) Credit Card Information</p><p>COMPLETE if you are paying by credit card.</p><table style="width: 100%;"><tr><td style="width: 20%; vertical-align: top;"><p><input type="radio"/> Visa</p><p><input type="radio"/> MasterCard</p><p><input type="radio"/> American Express</p></td><td style="width: 40%; vertical-align: top;"><p>Name as it appears on card</p><hr/><p>Card number</p></td><td style="width: 20%; vertical-align: top;"><p>Date of expiry</p><table style="width: 100%;"><tr><td style="width: 50%;">Month</td><td style="width: 50%;">Year</td></tr></table></td><td style="width: 20%; vertical-align: top;"><p>Signature of cardholder</p></td><td style="width: 20%; vertical-align: top;"><p>Date</p><table style="width: 100%;"><tr><td style="width: 33%;">Year</td><td style="width: 33%;">Month</td><td style="width: 33%;">Day</td></tr></table></td></tr></table><p>AUTHORIZATION—I authorize Passport Canada to charge C\$ <input style="width: 50px;" type="text"/> to my credit card.</p></div>		<p><input type="radio"/> Visa</p> <p><input type="radio"/> MasterCard</p> <p><input type="radio"/> American Express</p>	<p>Name as it appears on card</p> <hr/> <p>Card number</p>	<p>Date of expiry</p> <table style="width: 100%;"><tr><td style="width: 50%;">Month</td><td style="width: 50%;">Year</td></tr></table>	Month	Year	<p>Signature of cardholder</p>	<p>Date</p> <table style="width: 100%;"><tr><td style="width: 33%;">Year</td><td style="width: 33%;">Month</td><td style="width: 33%;">Day</td></tr></table>	Year	Month	Day
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Year	Month	Day									



GENERAL INFORMATION



Contact Information

General information is available 24 hours a day, 365 days a year. Specific information is available during office hours.

INFORMATION ON PASSPORTS, FEES AND PROCESSING TIMES

Website: www.passportcanada.gc.ca

Toll-free: 1-800-567-6868
Outside continental USA: 819-997-8338

TTY (for persons who are Deaf or hard of hearing)
Toll-free: 1-866-255-7655 (7:30 a.m. to 8 p.m. ET)

INFORMATION ON TRAVEL REPORTS, WARNINGS AND REQUIREMENTS

Website: www.travel.gc.ca

- To obtain the most recent version of this form, visit our website.
- Application forms are available in large print.
- Passport application information booklets are available in Braille.



Passport Canada Regional Offices (NOT MAILING ADDRESSES)

DO NOT mail or use courier services to send your application form directly to a Passport Canada regional office in Canada listed below. However, passport applications and related forms are available at these offices or may be obtained online at www.passportcanada.gc.ca.

CANADA

ALBERTA

Calgary

Harry Hays Building, Suite 150
220 4th Avenue South East
Calgary (South) (English only)
14331 Macleod Trail South West

Edmonton

Canada Place Building, Suite 126
9700 Jasper Avenue

BRITISH COLUMBIA

Kelowna

Capri Centre, Suite 110
1835 Gordon Drive
Richmond (English only)
5611 Cooney Road, Suite 310
Surrey (English only)

Central City Shopping Centre
10153, King George Boulevard
Vancouver

Sinclair Centre, Suite 200
757 Hastings Street West

Victoria

Bay Centre
1150 Douglas Street, Level 4

MANITOBA

Winnipeg

433 Main Street, Suite 400

NEW BRUNSWICK

Fredericton

Frederick Square, Suite 430
77 Westmorland Street

NEWFOUNDLAND AND LABRADOR

St. John's

TD Place, Suite 802
140 Water Street

NOVA SCOTIA

Halifax

Maritime Centre
15th Floor, Suite 1508
1505 Barrington Street

ONTARIO

Brampton (English only)

40 Gillingham Drive, Suite 401

Hamilton

Standard Life Building
120 King Street West,
Plaza Level

Kitchener

40 Weber Street East
Mezzanine Level

London

Cherryhill Village Mall
301 Oxford Street West
Suite 76

Mississauga (English only)

Central Parkway Mall
2nd Floor, Suite 116
377 Burnhamthorpe Road East

North York

Joseph Shepard Building
3rd Floor, Suite 380
4900 Yonge Street

Ottawa

885 Meadowlands Drive, Suite 115
(may also be accessed via
1430 Prince of Wales Drive entrance)

Scarborough (English only)

200 Town Centre Court,
Suite 210

St. Catharines

The Pen Centre
221 Glendale Avenue

Thunder Bay

979 Alloy Drive, 2nd Floor

Toronto (English only)

74 Victoria Street, Suite 300

Whitby

Whitby Mall, Suite 6
1615 Dundas Street East

Windsor

CIBC Building, Suite 503
100 Ouellette Avenue

QUEBEC

Gatineau (Hull)

Place du Centre
200 Promenade du Portage
Commercial Level 2

Laval

3 Place Laval
5th Floor, Suite 500
corner of Saint-Martin/des Laurentides

Montréal

Complexe Guy-Favreau
Suite 103, West Tower
200 René-Lévesque Boulevard West

Pointe-Claire

Fairview Pointe-Claire Shopping Centre
6815 Trans-Canada Highway

Québec

Place de la Cité, Tour Cominar
2nd Floor, Suite 200
2640 Laurier Boulevard

Saguenay

Immeuble Saint-Michel, Suite 408
3885 Harvey Boulevard

Saint-Laurent

2089 Marcel-Laurin Boulevard,
Suite 100

SASKATCHEWAN

Regina

1870 Albert Street, Suite 500

Saskatoon

Federal Building, Suite 405
101 22nd Street East



All regional offices are wheelchair accessible.

Government of Canada Offices in the USA (NOT MAILING ADDRESSES)

DO NOT mail or bring your application form to a Government of Canada office in the USA listed below. However, passport applications and related forms are available at these offices or may be obtained online at www.passportcanada.gc.ca.

USA

ATLANTA

The Consulate General of Canada
100 Colony Square
1175 Peachtree Street NE,
Suite 1700
Atlanta GA

BOSTON

The Consulate General of Canada
Three Copley Place, Suite 400
Boston MA

BUFFALO

The Consulate General of Canada
One HSBC Center, Suite 3000
Buffalo NY

CHICAGO

The Consulate General of Canada
Two Prudential Plaza
180 North Stetson Avenue,
Suite 2400
Chicago IL

DALLAS

The Consulate General of Canada
500 North Akard Street,
Suite 2900
Dallas TX

DENVER

The Consulate General of Canada
1625 Broadway, Suite 2600
Denver CO

DETROIT

The Consulate General of Canada
600 Renaissance Center,
Suite 1100
Detroit MI

LOS ANGELES

The Consulate General of Canada
550 South Hope Street, 9th Floor
Los Angeles CA

MIAMI

The Consulate General of Canada
Wachovia Financial Center
200 South Biscayne Boulevard,
Suite 1600
Miami FL

MINNEAPOLIS

The Consulate General of Canada
701 Fourth Avenue South,
Suite 900
Minneapolis MN

NEW YORK

The Consulate General of Canada
Concourse Level
1251 Avenue of the Americas
New York NY

SAN FRANCISCO

The Consulate General of Canada
580 California Street, 14th Floor
San Francisco CA

SAN JUAN

The Honorary Consulate of Canada
Hato Rey Center
268 Ponce de Leon Avenue,
Suite 1111
San Juan PR

SEATTLE

The Consulate General of Canada
1501 Fourth Avenue, Suite 600
Seattle WA

WASHINGTON D.C.

The Embassy of Canada
501 Pennsylvania Avenue NW
Washington DC

INSTRUCTIONS

J

Personal Information

SURNAME AND GIVEN NAMES TO APPEAR IN PASSPORT

Your name must be written **exactly** as it appears in the previous passport. Your surname (last name) and given names must be spelled the same and be placed in the same order. If your name has changed, you **cannot** use this form. You must complete form PPTC 153, *Adult General Passport Application*.

SURNAME (LAST NAME) AT BIRTH/FORMER SURNAME (FORMER LAST NAME)

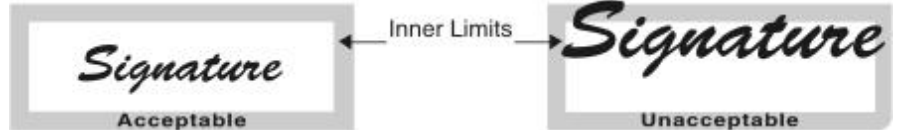
Complete only if different from the surname (last name) to appear in the passport (for Passport Canada information only—will not appear in the passport).

MOTHER'S MAIDEN NAME

Indicate your mother's surname (last name) when she was born.

SIGNATURE

You **must** sign your usual signature on **both** pages. Your signature in section 1 will appear in the passport. Therefore, your signature **must not** exceed the inner limits of the signature box.



K

Previous Canadian Travel Document

- Enclose any Canadian passport issued to you within the last **six (6)** years. To be eligible for simplified renewal, Passport Canada must receive this application prior to the expiry of this six-year period. **If you cannot submit the previous passport, you cannot use this form.** You must complete form PPTC 153, *Adult General Passport Application*, available from any Passport Canada regional office in Canada, any Government of Canada office in the USA, or at www.passportcanada.gc.ca.
- A person's name may appear in only **one (1)** valid Canadian passport, certificate of identity or refugee travel document.
- If your current passport expires more than 12 months from the date the application is submitted, provide a written explanation as to why you are applying at this time. Should Passport Canada not be satisfied that you have a valid reason for applying early, your application for a new passport may be refused.

L

Photo Specifications

Note: No signature is required on either of the photos.
Your passport application will be refused if your photos do not meet the following specifications:

IMAGE INFORMATION

- Photos must be taken with uniform lighting and not show shadows or flash reflection on the face and head. Photos with shadows on the face or background are unacceptable.
- Photos must show a full front view of the face with both edges of the face showing clearly. The face and shoulders must be centred in the photo and squared to the camera.
- Eyes must be open and clearly visible. Glasses, including tinted ones with prescription, may be worn as long as the eyes are clearly visible. Sunglasses are unacceptable.
- Facial expression must be neutral (not frowning or smiling) with the mouth closed.
- The image must be clear, sharp and in focus.
- Photos must be taken against a plain, uniform, white or light-coloured background.
- Photos must reflect/represent natural skin tones.
- The length from chin to crown of the head (natural top of head) must be between 31 mm and 36 mm (1 1/4 in. and 1 7/16 in.).
- Hats and other head coverings are not permitted except when worn for religious or medical reasons and only if the full facial features are clearly visible.
- Black and white or colour photos are acceptable.
- Photos must not be digitally altered in any way.
- **Photos must be originals, not taken from any existing photo, and must have been taken within the last 12 months.**

QUANTITY AND FORMAT

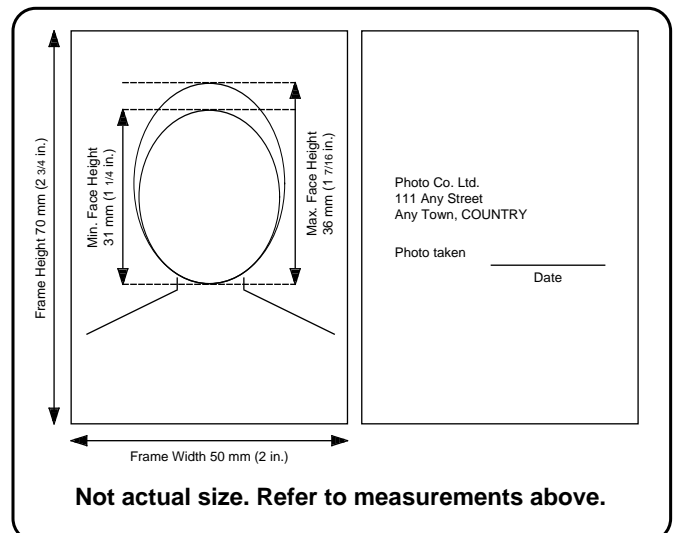
- **Two (2)** identical unaltered photos produced from the same film or from the same electronic file capturing the digital image.

SIZE AND PAPER

- The photos must measure 50 mm x 70 mm in size (2 in. wide x 2 3/4 in. high).
- Heavy weight paper is unacceptable.
- Photos must be printed on plain, high quality photographic paper.

PHOTOGRAPHER

- Photos must be taken by a commercial photographer.
- The name of the photographer or studio, the address and the date the photo was taken (not the date the photo was printed) must be provided directly on the back of **one (1)** photo (see illustration). **Photos do not need to be signed by anyone.**



INSTRUCTIONS



IMPORTANT—You must meet the following eligibility criteria to use this form:

- you were **at least 16 years of age** at the time of your **previous application**;
- the name on this form is exactly as it appears on page 2 of the submitted passport **1**;
- you can submit a previous Canadian passport that:
 - is valid or expired for no more than one year **2**;
 - was/is valid for **five (5) years** **3**;
 - **is not** damaged; and
 - was **never** reported lost or stolen.

HELPFUL TIPS

(M) For quick and easy processing of your passport application, pay special attention to the following areas:

► **You must apply:**

- by mail in Canada or from the USA (including all areas served by a Government of Canada office in the USA); or
- in person in Canada.

► **Complete and sign both pages of the application. FAILURE TO COMPLETE ALL THE REQUIRED SECTIONS OF THIS FORM WILL RESULT IN YOUR APPLICATION BEING REFUSED.** You must sign your usual signature in the **two (2)** signature boxes provided (one signature per page).

► **Sign within the white box (section 1)**
Your signature must not touch the shaded border in the signature box in section 1. This signature will appear in the passport. If the signature touches the border, a new signature will be required which will cause delays.

► **Mother's Maiden Name (section 1)**
Indicate your mother's surname (last name) when she was born.

► **Submit previous passport (section 2)**
Enclose any Canadian passport issued to you within the last **six (6)** years from the date we receive this application. **If you cannot submit the previous passport, you cannot use this form.** You must use form PPTC 153, *Adult General Passport Application*, available from any Passport Canada regional office in Canada, any Government of Canada office in the USA, or at www.passportcanada.gc.ca.

► **Fee and credit card information**

Submit the correct fee in **Canadian funds only**. We accept debit cards (in person only), credit cards, certified cheque or money order and international money order. If you are paying by credit card, fill out and detach section D, Credit Card Information, and **enclose it with your application**.

► **Photos (section L)**

Photos must have a white or light-coloured background and be free of shadows and glare on the face and background. You must have a neutral expression. Your photographer can consult the specifications at www.passportcanada.gc.ca.

► **Additional personal information (section 4)**

Addresses

Indicate "Same as current home address" if your address has not changed in the last **two (2)** years.

Occupation

State your occupation over the last **two (2)** years. If you were a homemaker or retired for the last **two (2)** years, indicate this on the form.


► **References (section 5)**

Provide **two (2)** references. Friends, co-workers and neighbours may be used as references provided they have known you for at least **two (2)** years. Relatives may not be used as references.

To avoid delays in issuing the passport, use the *Requirements Checklist*, section B, under *General Information* and ensure your application is complete.

(N)

Protection of Information

 All personal information provided on this application form is protected and used in accordance with the provisions of the *Privacy Act* (Personal Information Bank No. FAI PPU 030). Personal information is collected by Passport Canada under the *Canadian Passport Order*, to determine the applicant's current and ongoing entitlement to a Canadian passport, to administer passport services and to provide information to the Consular Affairs Bureau of Foreign Affairs and International Trade Canada in the event that the applicant requires assistance while travelling abroad. All information provided is subject to routine verifications and security queries.

To strengthen the security of the Canadian passport, Passport Canada uses facial recognition technology to convert the applicant's photo into a biometric template for comparison with the Passport Canada database of photos. The photo is then incorporated into the passport as a digital image. Biometric templates are retained for a maximum of 12 years.

Passport Canada uses the services of third parties to receive passport applications submitted in person. All parties ensure that all personal information is protected and used in accordance with the provisions of the *Privacy Act*.

Passport Canada may contact the applicant/passport holder to solicit feedback about passport services.

Adult SIMPLIFIED RENEWAL Passport Application for Canadians applying in Canada or from the USA

INFORMATION
PROTECTED

WARNING to all applicants—Any false or misleading statement on this form or relating to any document in support of this application, including concealment of any material fact, may lead to refusal to issue or revocation of a passport and be grounds for criminal prosecution.

Failure to complete all the required sections of this form will result in your application being refused.

TYPE OR PRINT IN CAPITAL LETTERS using black or dark blue ink.

1 <i>Personal Information (see Instructions, section J)</i>						
Surname (last name)						
Given name(s)						
Surname (last name) at birth						
Former surname (former last name)				Mother's maiden name		
Date of birth Year Month Day		Place of birth City Country Prov./Ter./State (if applicable)				
Sex <input type="radio"/> Female <input type="radio"/> Male	Marital status		Eye colour	Current hair colour	Height	Weight
Current home address Number Street Apartment City Prov./Ter./State Postal/Zip code						
Mailing address (if different from above) Number Street Apartment City Prov./Ter./State Postal/Zip code						
Daytime telephone number		Evening telephone number		Cell number or email address (optional)		
DECLARATION —I solemnly declare that I am a Canadian citizen, that the photos enclosed are a true likeness of me and that all of the statements made in this application are true. I declare that I have read and understood the WARNING to all applicants at the top of this page.				<div>Void if signature touches border</div> <div>Signature (see Instructions, section J)</div>		
Date Year Month Day		Signed at City Province/Territory/State				

2 <i>Previous Canadian Travel Document (see Instructions, section K)</i>
<ul style="list-style-type: none">Enclose any Canadian passport issued to you within the last six (6) years from the date we receive this application. If you cannot submit the previous passport, you cannot use this form.Would you like the previous passport returned to you? If not, it will be securely destroyed by Passport Canada to protect your personal information. <input type="checkbox"/> Yes, please return the cancelled passport to me.

3 <i>Canadian Citizenship</i>
To be completed if you were born outside of Canada between February 15, 1977 and April 16, 1981 inclusively.
<p>a) Are you a naturalized Canadian? (i.e. did you receive Canadian citizenship following immigration to Canada?) <input type="radio"/> Yes ➡ Go to page 2 <input type="radio"/> No ➡ Continue to question b)</p> <p>b) Was one of your parents born in Canada? <input type="radio"/> Yes ➡ Go to page 2 <input type="radio"/> No ➡ Continue to question c)</p> <p>c) When was your current certificate of Canadian citizenship issued?</p> <p><input type="radio"/> After January 1, 2007 ➡ Submit the certificate with your application (original only).</p> <p><input type="radio"/> Before January 1, 2007 ➡ Complete and submit form PPTC 001, <i>Proof of Canadian Citizenship—Additional Information</i>, available at www.passportcanada.gc.ca or at any Passport Canada regional office, participating Canada Post office, participating Service Canada Centre in Canada or Government of Canada office in the USA.</p>

Aussi disponible en français

Page 1 of 2



Passport
Canada Passeport
Canada

Canada

4

Additional Personal Information

Note: If insufficient space, attach a separate signed and dated sheet.

A Addresses in the last **two (2)** years ☐ Same as current home address.
Addresses in the last **two (2)** years if different from current home address.

1.	From	Year	Month	To	Year	Month
2.	From	Year	Month	To	Year	Month

B Occupation in the last **two (2)** years (if you are a homemaker or retired, indicate this in the "Employer/school or other" column).
In the last **two (2)** years, ☐ my employers were and/or ☐ I was attending educational institutions as follows:

Employer/school or other	Address	Daytime telephone number	Field of employment/studies	Date (from)	Date (to)

5


References

Provide the following information with respect to **two (2)** persons who are not your relatives and have known you for at least **two (2)** years. They may be contacted to confirm your identity.

1. Surname (last name)		Given name(s)	
Relationship	Address (Number, Street, Apartment, City, Province/Territory/State, Country)		
Daytime telephone number	Evening telephone number	Cell number or email address (optional)	Has known me for State number of years
2. Surname (last name)		Given name(s)	
Relationship	Address (Number, Street, Apartment, City, Province/Territory/State, Country)		
Daytime telephone number	Evening telephone number	Cell number or email address (optional)	Has known me for State number of years

6

Emergency Contact Information (optional)

 We recommend that you provide the name of someone who would **not** normally travel with you. This information is helpful if you have an accident or become ill while travelling outside of Canada.

Surname (last name)		Given name(s)	
Relationship to applicant	Daytime telephone number	Evening telephone number	Cell number
Address Number Street Apartment City Prov./Ter./State Postal/Zip code			

7

Declaration of Applicant

DECLARATION—I solemnly declare that the statements made in this application are true.

Signature of applicant	Date Year Month Day	Signed at City Province/Territory/State
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Fee and Credit Card Information (see General Information, sections C and D)