

What defines a business visitor?

Business visitors who hold a US passport are visa exempt when they engage in international business activities related to research and design; growth, manufacture and production; marketing; sales; distribution; after-sales service; and general service. These activities reflect the components of a business cycle

Business visitors who hold a US passport can carry out their activities without the need for a work permit.

General Criteria:

- There must be no intent to enter the Canadian labour market, that is, no gainful employment;
- The activity of the foreign worker must be international in scope, that is, there is the presumption of an underlying cross-border commercial activity;
- The primary source of the worker's remuneration remains outside country where business is taking place (please note that if there is a transfer of funds between the US and Canadian business units for your services then you are considered to be receiving payment from the Canadian entity and you are not considered a business visitor). Additionally, where Contractors are involved, even though you may not be directly remunerated from the Canadian entity, if the Canadian company will be paying your employer for your time that is considered payment for services and you will not qualify as a business visitor; **and**
- The principal place of the worker's employer is located outside country where business is taking place and the profits of the business are accumulated primarily outside Canada.

*The payment of expenses incidental to the trip is allowed, as is an honorarium.

Business activities covered are activities of a commercial nature which reflect the components of a business cycle:

- Board of Directors' meetings;
- Meetings on cross-border projects;
- Attending conferences;
- Marketing;
- Sales;
- Distribution;
- After-sales service;
- Supervision of the installation of specialized machinery¹ ;
- Intra-company training and installation; and
- Research and design

¹ Where a Canadian employer has directly contracted for services a foreign company, the employee of the foreign company performing the services for the Canadian company requires a work permit.

The following activities do not qualify for business visitor travel and will require a work permit:

- Advising/Consulting on your area of specialty when the benefit is to the Canadian project/Company
- Performing Audits
- Managing employees or directing work

Please complete the [Questionnaire for Canadian Travel Assessment](#) and Newland Chase will assist with the work permit application.

Business visitors should have all relevant documents as detailed on the CIBT portal to present to the officer when seeking entry to Canada including:

1. Letter of support from the business visitor's parent company
2. Letter of invitation from the Canadian host business.

Click on this link to access the [Gartner Business Cover and Invite Letter template](#)