

Checklist Questionnaire For Canadian Travel Assessment

Name of applicant	
Place of Entry (e.g city of entry, airport, etc.)	
Entry and Departure Date	
How long do you intend to stay in Canada and/or will you be making multiple trips?	
If you will be making multiple trips, will these trips involve the same client or multiple clients? (new and/or pre-existing)	
Purpose of the visit and detailed activities to be carried out while in the Canada.	
Will you or your employer be paid for your time in Canada by the client (will an invoice be generated for your service?)	
Who will bear the cost of your travel and accommodation?	
Will you be relocating to Canada or working/traveling intermittently on an as needed basis?	
Confirm that you do not intend to charge members of the public for services provided, or goods received, or intend to study while in Canada	
Please provide any adverse immigration history	

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Please list any previous Canadian visas/permits held over the last 10 years	
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Documents to provide

In addition to filling out the above questionnaire, please provide the following documents:

1. Photocopy of your passport
2. Resume/CV
3. Gartner Manager Contact information
4. Detailed information about the business activities (as applicable): Address of meetings, name of client
5. Copy of the Service Agreement/Contract/Offer with client/customer (as applicable)
*Please note that more documents and/or information may be requested throughout the process
6. Payment Authorization: Please fill out enclosed form found in the last page of the questionnaire
7. Newland Chase Consent Form: Instructions below*

**Newland Chase is required by the General Data Protection Regulation (GDPR) to gain your explicit consent to process your data for your application.*

Before we can proceed with your matter, please click on the Docusign link provided below to electronically sign our consent form. Once signed, you'll receive a copy of the document in PDF format. Please forward that copy back to Newland Chase's Representative together with the rest of requirements.

The Consent form can be accessed by clicking here: [Sign the Newland Chase Consent form](#)

Please note that we will not be able to proceed on your case without this signed form.

Please email this questionnaire and supporting documents to: kathleen.borbely@newlandchase.com

Fees Involved

- Regular Business Visitor - Business Meetings Port of Entry Package – CAD\$367.50 (includes tax)
- Consular Visitor Visa Application – Business Meetings – CAD\$867.50 (includes tax and Government Fees)
- Work Permit Exempt under Global Skills Strategy category Port of Entry Package – CAD\$682.50 (includes tax) – Eligible to use every six months if visit is less than 15 days of length
- Subsequent trips for either Regular Business Visitor or Work Permit Exempt category in a calendar year – Port of Entry Package – CAD\$210.00 (includes tax)
- Work Permit Port of Entry Package – CAD\$1,542.50 (includes tax and Employer Compliance Government Fee)
- Consular Work Permit Application – CAD\$1782.50 (includes tax and Government Fees)
- Electronic Travel Authorization Fee (For Foreign Nationals from Visa Exempt countries except USA and Mexico) – (Completed by applicant online as per instructions from Newland Chase Representative) - CAD\$7.00 Government Fee

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All information and documentation reviewed by your Regulated Canadian Immigration Consultant (RCIC), required by Immigration, Refugees and Citizenship Canada (IRCC) and all other governing bodies, and used for the preparation of the application will not be divulged to any third party, other than agents and employees of Newland Chase, without prior consent, except as demanded by law. The RCIC, and all agents and employees of Newland Chase, are also bound by the confidentiality requirements of the Immigration Consultants of Canada Regulatory Council's (ICCRC) Code of Professional Ethics.

Credit Card Authorization Form One-Time

CREDIT CARD INFORMATION

Credit Card Type: MasterCard Visa American Express Discover Card

Cardholder Name: _____

Number: _____

Expiration Month: _____ Expiration Year: _____

Cardholder Signature X _____ Date ____/____/____