



# NEXUS APPLICATION

## TIPS for completing the NEXUS Application Form

For ease in completion, pay special attention to the following tips. If information is missing or boxes are completed incorrectly, the application will be rejected and returned to you for corrections. To avoid this, please ensure that the application form is completed fully and accurately. Do not send the original documents with this application send photocopies only. We will ask to see original documents at the enrolment centre during the interview.

**Box 2:** If the answer is no, proceed to box 5. If yes, complete boxes 3 and 4.

**Box 5:** Indicate English or French. We will correspond with you in the language of your choice, in accordance with Canadian law.

### Section A - Personal Information

**Box 8, Nickname:** If you use a variation of your name (e.g., Fred or Freddie instead of Frederick) and if you have identification (e.g., passport, driver's licence, etc.) in that name, print that name in the box titled "Nickname."

**Box 9, Other names used:** If you have ever changed your name (including by marriage), provide the previous name(s) you have used and supporting documentation.

#### Citizenship/Admissibility/Permanent Resident status

Passport: Give required details of any current valid passport(s) you have.

Citizenship document refers to other documents not listed that confirm citizenship or admissibility, e.g., Citizenship Certificate or Card. (provide photocopy of documents and photo identification).

Visa/Permit: Complete if you have a student permit, work permit or other type of visa for admissibility to Canada or the U.S.

**Box 15, 16:** Canadian and United States citizens should not complete these boxes. Only those claiming permanent resident status need one of these documents to re-enter the country. Check (✓) the applicable box and provide information as required that proves your permanent resident status.

**Boxes 14, 16, and 17:** We need one clear photocopy of your documentation that shows both the front and the back, e.g., driver's licence, birth certificate, citizenship card, passport, permanent resident card. Each copy **should** be on a separate piece of paper and should include your home phone number. If you are photocopying a small document, please enlarge it on the photocopier, but make sure the copy is clear. Documents that do not contain a photo should be sent with a photo identification.

Please note that birth registration or baptismal certificates are not acceptable.

### Section B - Address History for the Last Five Years

**Boxes 18 through 25 and boxes 38 through 53:** Please write the addresses of all your residences for the last five continuous years. Provide physical address, e.g., "911" address or legal land description. If there is not enough space on the application form, attach a separate sheet. There should be no gaps in time between addresses.

### Section C - Employment History for the Last Five Years

**Boxes 54 through 83:** Please provide your employment history for the last five continuous years. There should be no gaps. Lack of employment will not disqualify you from being a member, if you are otherwise admissible to the U.S. and Canada and meet all other requirements. If there is not enough space on the application, attach a separate sheet. See the following explanation.

**Box 54-55, Current Employer:** Your current employer is the employer you are working for on the date you sign this form. Write the date you started working for your current employer e.g., from 2001/01, to the present, which is today's date.

**Box 64, Specify Occupation:** Describe or list the job you were paid for (e.g., driver). If you were not employed, or if you were attending school, college or university, please state which applies and give details in the space provided for employer information.

**Box 65-66, Previous Employer, from:** If you have worked for your current employer for less than five years, complete this section, and tell us the dates you worked for the employer you had before your current employer (e.g., from 2000/01 to 2003/07).

### Section D - Fee Payment (Non-refundable)

Submit the correct fee.

Use a certified cheque, money order or fill out your credit card information.

If you are paying by credit card, include the name of the credit card, the 16-digit card number, and the card's expiry date. American Express, Visa, and MasterCard are acceptable.

All Canadian and U.S. credit card fees for paper applications will be processed in Canadian funds.

Cardholder's signature: Signature required if paying by credit card.

Money orders stating "negotiable in U.S. only" will not be accepted. If you get the money order in the U.S., get an International money order.

### Section E - Additional Information

**Box 86:** Answer all the questions in Section E. If you have answered "yes" to any of the questions, provide all the details on the application form or attach a separate sheet and include supporting documentation.

### Section F - Non Custodial Adults

If applying for a child under 18 years of age, you must ensure that you provide documentary evidence that you have authority to apply on behalf of the child and that a photocopy of all legal documents regarding custody are submitted.

### Section G - Certification

Clearly print your name. Remember to sign and date the certification statement on the final page of the application process. You should read the U.S. and Canadian privacy statements and the certification statement (**box 87**) on the application form carefully. (If the applicant is under the age of 18, the legal guardian or parent must sign this certification.)

**Preferred Interview Location** - You will be invited to an enrolment centre for an interview and finalization of the application. Please indicate where you would like to be interviewed.

## Mail your signed application, photocopies of documents and fee payment as indicated:

**U.S. and Ontario Residents**  
NEXUS Program  
P.O. Box 126  
Niagara Falls ON L2E 6T1  
CANADA

**Western Canada and Territories**  
NEXUS Program  
P.O. Box 126  
Niagara Falls ON L2E 6T1  
CANADA

**Atlantic and Quebec Residents**  
NEXUS Program  
400 Place Youville  
Montreal QC H2Y 2C2  
CANADA

For additional information and recent updates regarding NEXUS please visit: [www.nexus.qc.ca](http://www.nexus.qc.ca) or call 1-866-NEXUS 26 (1-866-639-8726)



# NEXUS APPLICATION

Please type or print. A separate payment and application form is required for each applicant.

1. Reason for application <input type="checkbox"/> First time applicant <input type="checkbox"/> Renewal after 5 years <input type="checkbox"/> Reapplication <input type="checkbox"/> Replacement (Lost or Damaged)	2. Are you a member of any other border crossing program? <input type="checkbox"/> No <input type="checkbox"/> Yes	3. Program name _____	4. Membership number _____	5. Preferred language <input type="checkbox"/> English <input type="checkbox"/> French
---	---	-----------------------	----------------------------	---

## SECTION A - PERSONAL INFORMATION

6. Surname (current) _____	7. First name _____	8. Middle name (in full) _____	Nickname _____
9. Other names (e.g., name at birth, former name) _____		10. Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	11. Date of birth Year _____ Month _____ Day _____
12. Place of birth City _____	Prov./State _____	Country _____	

## Citizenship/Admissibility/Permanent Resident status

13. Citizenship (Check all boxes that apply)

Canadian citizen    U.S. citizen    Other (Please specify which country and complete sections 14, 15 and 16) \_\_\_\_\_

14. Citizenship/Admissibility/Permanent Resident status document(s) (A photocopy of the document must be attached.)

<input type="checkbox"/>	Passport	No. _____	Country of issuance _____	Date of birth _____	Name on passport _____	Year _____ Month _____ Day _____ (Expiry date)
<input type="checkbox"/>	Passport (2nd if applicable)	No. _____	Country of issuance _____	Date of birth _____	Name on passport _____	Year _____ Month _____ Day _____ (Expiry date)
<input type="checkbox"/>	Citizenship document	No. _____	Country of issuance _____	Date of birth _____	Name on document _____	Year _____ Month _____ Day _____ (Expiry date)
Type of document _____						
<input type="checkbox"/>	Naturalization certificate	No. _____	Country of issuance _____	Date of birth _____	Name on certificate _____	Year _____ Month _____ Day _____ (Expiry date)
<input type="checkbox"/>	Birth Certificate	No. _____	Country of issuance _____	Date of birth _____	Name on certificate _____	Prov./State of issuance _____ Year _____ Month _____ Day _____
(not birth registration/attach photocopy of document and photo identification)						
<input type="checkbox"/>	Visa/permit	No. _____	Country of issuance _____	Date of birth _____	Name on visa _____	Year _____ Month _____ Day _____ (Expiry date)
Type of document _____						

## Canadian and United States Citizens do not complete sections 15 and 16 and should proceed to section 17.

15. Permanent resident status document

Canada    United States

16. Permanent resident status document (A photocopy of the document must be attached. Applies only to those who are not Canadian or U.S. citizens.)

<input type="checkbox"/>	Record of Landing in Canada IMM 1000	No. _____	Country of issuance _____	Date of birth _____	Name _____	Year _____ Month _____ Day _____
<input type="checkbox"/>	Permanent Resident Card	No. _____	Country of issuance _____	Date of birth _____	Name _____	Year _____ Month _____ Day _____ (Expiry date)

## Other Applicable Documents

17. Do you have a valid driver's licence? .....  Yes    No  
 Please provide a photocopy of both sides of the document.

Driver's licence No. \_\_\_\_\_ Province/State of issue \_\_\_\_\_ Country of issuance \_\_\_\_\_ Year \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_  
 (Expiry date)

**SECTION B - ADDRESS HISTORY FOR THE LAST 5 YEARS (PROOF OF FULL 5 YEARS MAY BE REQUIRED AT INTERVIEW)**

Current residential address (do not use P.O. box numbers or rural routes)

18. Year	Month	To present:	19. Street number	20. Street name	21. Apt.
From:					
22. City			23. Province/State	24. Postal/Zip code	25. Country
26. Home phone number ( )		27. Cell phone number ( )		28. Business phone number ( )	
29. E-mail address (if applicable)					

Mailing address (if different from residential address)

30. Street number	31. Street name			32. P.O. Box/RR #	33. Apt.
34. City			35. Province/State	36. Postal/Zip code	37. Country

**A – Previous residential address (attach a separate sheet if necessary)**

38. Year	Month	Year	Month	39. Street number	40. Street name	41. Apt.
From:		To:				
42. City			43. Province/State	44. Postal/Zip code	45. Country	

**B – Previous residential address (attach a separate sheet if necessary)**

46. Year	Month	Year	Month	47. Street number	48. Street name	49. Apt.
From:		To:				
50. City			51. Province/State	52. Postal/Zip code	53. Country	

**SECTION C - EMPLOYMENT HISTORY FOR THE LAST 5 YEARS (FULL 5 YEARS REQUIRED)**

54. Year	Month	To present:	55. Current employer's name			
From:						
56. Street number	57. Street name			58. Apt.	59. City	
60. Province/State			61. Postal/Zip code	62. Country		63. Employer's telephone number ( )
64. Please specify occupation (indicate student, self employed, unemployed, retired if applicable)						

**A – Previous employer name and address (attach a separate sheet if necessary).**

65. Year	Month	Year	Month	66. Employer's name			
From:		To:					
67. Street number	68. Street name		69. Apt.	70. City	71. Province/State	72. Postal/Zip code	73. Country
74. Please specify occupation (indicate student, self employed, unemployed, retired if applicable)							

**B – Previous employer name and address (attach a separate sheet if necessary).**

75. Year	Month	Year	Month	76. Employer's name			
From:		To:					
77. Street number	78. Street name		79. Apt.	80. City	81. Province/State	82. Postal/Zip code	83. Country
84. Please specify occupation (indicate student, self employed, unemployed, retired if applicable)							

Continue on page 4 


**SECTION D - FEE PAYMENT (non-refundable) No fee is required for applicants under 18 years of age.**

85. The combined Canada/U.S. processing fee is \$50 Canadian or \$50 U.S.

- All credit card fees will be processed in Canadian funds only.
- Payment in Canadian funds can be made by certified cheque or money order.
- Payment in U.S. funds can be made by certified cheque drawn on a U.S. bank account or by an international money order.

**Note: Fees are for the service of processing the application and are non-refundable.**

<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> AMEX	Name appearing on card	Cardholder's signature
-------------------------------	-------------------------------------	-------------------------------	------------------------	------------------------

Card no.	Expiry date 	MM	YY	<input type="checkbox"/> I am enclosing a certified cheque or international money order payable to the Receiver General for Canada.
----------	---	----	----	---

## SECTION E - ADDITIONAL INFORMATION

86. Have you ever been convicted of an offence in any country for which you have not received a pardon?  Yes  No
- Have you ever received a waiver of inadmissibility to the U.S. from a U.S. government agency?  Yes  No
- Have you ever been approved by Citizenship and Immigration Canada for rehabilitation because of past criminal activity?  Yes  No
- Have you ever been found in violation of customs or immigration laws or other federal import laws?  Yes  No
- If you have answered YES to any of the above, please give all details and provide copies of documentation.  
(Please use a separate sheet if additional space is required):
- 
- 

**For background checks, you may be questioned by an officer about your full criminal history, including arrests and pardons.**

Where did you hear about the program?  Website  Media  Trade show  Word of mouth  Border staff  Other

## SECTION F - NON-CUSTODIAL ADULTS

**Non-custodial adult parents or guardians must attach a copy of supporting documents such as a court order or letter of authorization if this application is for a child under the age of 18 who will be travelling with the non-custodial adult.**

## SECTION G - CERTIFICATION

### U.S. PRIVACY ACT STATEMENT

The authority to collect the information on this application, any supporting documentation, fingerprints, and other requested information is contained in Titles 8 and 19 of the U.S. Code and corresponding regulations. Furnishing the information on this form is voluntary; however, failure to provide all the requested information may result in the delay of a final decision or denial of your request. The information collected will be used to make a determination on your application. It may also be provided to other government agencies (Federal, state, local, and/or foreign) as permitted under the *Privacy Act of 1974*, 5 U.S.C. § 552a (2002) and other applicable law. All applicants are subject to a check of criminal information databases and other immigration and customs databases in order to determine eligibility for this program.

### CANADA'S PRIVACY STATEMENT

The information you provide on this form, including supporting documentation and biometric data, is collected under the *Customs Act* and is protected under the *Privacy Act*. The information will be used to make a determination of your application and the operation of the programs, and may be shared with other government agencies in Canada and the United States of America. The information will be retained in the Personal Information Bank # CBSA PPU 009. Instructions for obtaining information are provided in Infosource, which is available at public libraries, government public reading rooms and on the Internet at: <http://infosource.gc.ca>. All applicants are subject to a check of criminal information databases and other immigration and customs databases in order to determine eligibility for the program.

87. I certify that all information given on this application, and in support of this application, was provided voluntarily and is true and complete. I understand that any information on this application, including any supporting documentation, background information, finger and iris biometric data will be shared among customs and immigration authorities in both Canada and the U.S. and among law enforcement and other government agencies including the Canadian Security Intelligence Service in accordance with applicable laws. I certify that I have read, understood and agree to abide by all conditions required for use of the NEXUS program, including all instructions and notices accompanying this application.

Applicant	Name (print)	Signature	Date
or parent/legal guardian if applicant is under the age of 18	Name (print)	Signature	Date

Preferred interview location \_\_\_\_\_  
Enrolment centre

For up-to-date listing, refer to Web site address [www.nexus.gc.ca](http://www.nexus.gc.ca) or call 1-866-NEXUS 26 (1-866-639-8726).

## ✓ CHECKLIST before submitting application

- |  |   |
|--|---|
| <input type="checkbox"/> Completed all pages of application form.  | <input type="checkbox"/> Attach one (1) photocopy of your valid driver's licence (front and back).        |
| <input type="checkbox"/> Attach one (1) photocopy of each of the documents you have listed for citizenship, admissibility and, if applicable, permanent resident status. | <input type="checkbox"/> Attach custodial documents, if applicable.                                       |
| <input type="checkbox"/> Provide all five (5) years of your address history (without gaps).  | <input type="checkbox"/> Sign Section D: card holders signature and expiry date if paying by credit card. |
| <input type="checkbox"/> Provide all five (5) years of your employment history (without gaps).   | <input type="checkbox"/> Sign and date certification in box 87.   |