



Seafarer Application

A Guide for Shipping Agents

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Immigration, Refugees
and Citizenship Canada

Immigration, Réfugiés
et Citoyenneté Canada

Canada

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The purpose of this guide is to assist Seafarers and Agents with the online application process.

I. When to submit an online application?

While IRCC aims to prioritize and process seafarer applications in a timely manner, we encourage applicants to **submit online applications four (4) weeks in advance.**

II. Where can I find the application forms and detailed requirements?

You can determine if you qualify as a marine crew member here: [Visitor visa: How to apply – Join a vessel](#)

Remember: To apply for a visitor visa to **join a vessel as a marine crew member**, you must:

- be travelling to Canada to join a ship's crew,
- hold a seafarer's identity document,
- hold a passport or other seafarer documentation, **and**
- have proof of employment on a vessel at a Canadian port.

Detailed instructions on the application process are available [here](#).

III. Where to submit an online application?

Shipping agents can use the [IRCC Portal](#) to submit online applications. You can submit several seafarer applications under the same Portal account.

Alternatively, you can submit online applications through an IRCC secure account. You need to register your IRCC secure account by clicking [here](#).

IV. Important Information

Visa type and Purpose of visit

Please note that Seafarers are not eligible for a **TRANSIT** visa and therefore they must apply for a Temporary Resident Visitor (TRV) (**Visitor**) visa. Thus, please follow the below guide:

IMPORTANT INFORMATION - VISA TYPE and Purpose of Visit	
Purpose of Visit	Other
Visa Type	WX-1 Seafarer
	V1 for Accompanying Dependents ONLY
Key Identifiers	
Please include JOIN VESSEL or SEAFARER as your purpose of travel by placing this identifier in any of the application fields, under other description, or travel itinerary.	

V. Attachments and Document size

All documents provided must be clear and should display the entire page. After you upload the document, please check its graphic quality. All letters, stamps, photo and background image should be clear enough to be read or to be viewed. The max size for each file is 2 MB.

VI. Requirements

APPLICATION REQUIREMENTS	<i>Details</i>
Payment	A valid credit card for all applicable fees
Forms	IMM 5257 (Temporary Resident Visa) 1 per seafarer IMM 5707 (Additional Family Information) *** please indicate clearly yes or no family members that will accompany you to Canada. IMM 5476 Use of Representative for each seafarer
Photo requirements	A Passport Photo taken within the last six months (6) please upload the photo as Passport Photo
Passport	A digital copy of the applicant's passport with Bio data page and all pages reflecting travel history - Please upload as Passport/Travel Document
Other required documents	A digital copy of the Seafarers Seaman's Book including all pages - Please upload as Seaman's Book
Agent/Port Inviter in Canada	A letter of Invitation from the ship agent/ Port agent in Canada signed - Please upload this as Letter of Invitation
Shipping Agency Recruiter	A digital copy of the Letter of Introduction from recruiter Shipping agency- Please upload as Local Agency Introduction Letter
Employment Contract	A digital copy of the Employment Contract for each Seafarer, including the applicant's personal information, salary, start and end date of contract, information for shipping agency, Vessels owner and IMO. Please upload as Employment Contract Agreement
Other explanation	Any additional explanations or documents - Please upload as Additional Documents
IMPORTANT	
In order to avoid delays in processing please make sure to include a complete declaration of your travel history and all previous applications this includes Canada and the US as well as all other countries and include all refusals	

VII. Shipping Agency Manifest

Port Agencies and Recruiter shipping agencies must send the Manifest List to IRCC to confirm the **Seafarer name, Ports of Call** and dates for each vessel: Once you have submitted your application(s), please send the Manifest list via [the IRCC WebForm](#).

The first line should be: URGENT SEAFARERS Travelling (DATE) to join MV (NAME OF SHIP) in (Name of Port in Canada) (MIGRATION OFFICE NAME) SEAFARER Team.

VIII. Fees

The TRV application fee is \$100 CAD plus a Biometrics fee of \$85 CAD. To avoid delays, please make sure that all applicable fees are paid in full.

IX. Biometric request

Once a full payment is received and the application is complete, a Biometric Instruction Letter will be sent to the applicants. Applicants need to follow these instructions to complete their Biometric Exam without delay.

X. Communication with IRCC Migration Office

You will receive a biometric reminder letter within seven days if the seafarer has not completed his/her Biometric requirement within that timeframe. If we require any new supporting documents, or if any required document is missing or not acceptable, we will send a Request Letter to the applicant. Please check your email and online account regularly. The letter will be sent from the applicant's IRCC secure account. You can also check your application status at [Online Services \(cic.gc.ca\)](#).

XI. After submission changes (withdraw, change vessel)

Withdrawal after Submission

An application can be withdrawn as long as it has not been finalized. The Withdrawal request letter needs to be signed by the applicant and must include the Application number, applicant's full name, date of birth and vessel name. A withdrawal request will not affect the outcome of any future TRV applications.

You can submit the Withdrawal letter request online via the IRCC Webform clearly stating **Seafarer Withdrawal**, along with the client's name and application number.

Please note: If an agent wishes to withdraw an application, he/she must be authorized by the applicant through a complete Use of a Representative IMM5476 Form.

Change of Vessel after Submission

As long as the application is still in progress, you can request a vessel change due to operational or logistical needs. In order to do so, please submit a new Employment letter, Contract and Invitation letter to reflect the change.

Please note: if the original application was finalized before your request is received, you will need to submit a new application and pay all applicable fees.

XII. Your application is finalized what’s next?

Once the application is finalized, applicants or the account representative will be contacted with additional instructions for document issuance.

XIII. What does the Seafarer need to bring for travel to Canada?

Seafarer List of documents needed for Entry into CDA	
• Valid passport	<input type="checkbox"/>
• Seafarer’s booklet	<input type="checkbox"/>
• IRCC authorization letter	<input type="checkbox"/>
• Letter of Invitation from Shipping Agent or Vessel in Canada	<input type="checkbox"/>
• Local Agency Introduction Letter	<input type="checkbox"/>
<p>Make sure to check the latest border updates for International Travel and make sure you have the latest ARRIVECAN instructions.</p>	