

WORK PERMIT — INITIAL APPLICATION

Applicant	
1	Valid Passport (all pages with stamps/visas)
2	Job offer letter from Canadian employer (detailed duties, salary, hours, location)
3	LMIA (Labour Market Impact Assessment) — positive confirmation (if LMIA-required)
4	LMIA-exempt offer of employment number (if LMIA-exempt category)
5	Employment contract signed by both parties
6	Educational documents (degrees, diplomas, transcripts)
7	Educational Credential Assessment (ECA) — if required for the role
8	Proof of work experience:
	- Reference letters from previous employers
	- Pay stubs / salary slips
	- Employment contracts
9	Language test results — IELTS/CELPIP (if required by employer or category)
10	Proof of funds to support stay in Canada
11	Digital photos (IRCC specifications)
12	Medical exam results (if required based on occupation or country)
13	Police Clearance Certificate (PCC) from all countries lived 6+ months since age 18
14	Provincial/territorial license or certification (if regulated occupation)
15	Biometrics (if not provided in last 10 years)
16	Previous Canadian work permits and immigration documents (if any)

Employer Documentation	
1	Business registration / incorporation documents
2	CRA Business Number
3	Proof of business activity (financial statements, contracts)
4	Transition plan (if required by LMIA)
5	Workplace safety insurance proof

Waymark Immigration | RCIC R1034253 | www.waymarkimmigration.ca

This checklist is for guidance purposes only. Requirements may vary based on individual circumstances.