



## LIVE-IN CAREGIVER CHECKLIST

- Work permit application form with three photographs
- Personal Information Form
- Use of a Representative Form [if applicable]:  
<http://www.cic.gc.ca/english/pdf/kits/forms/IMM5475E.pdf>
- HRSDC confirmation
- Employment contract
- Proof of caregiver training course and/ or
- Proof of work experience as caregiver:
  - letter(s) of reference from your employer(s) outlining the duration and nature of your employment
  - NB that contact name, address, phone number should be provided
- Proof of education: Certificates/ Diplomas/ Degrees [including marksheets]
- Financial confirmation as to the ability of your employer to be able to hire a full-time live-in-caregiver :
  - This should be in the form of independent, third-party documentation from a Canadian source which is reliable and easily verifiable
  - Note that affidavits are not acceptable
  - Information regarding the number of persons in the employer's household, and evidence of their financial ability, including documentary evidence of their income, liquid assets as well as their financial obligations such as mortgages, loans, etc.
- CAQ for cases destined to Quebec

