

## **CONSENT FORM AND TERMS OF USE FOR RESIDENTS FOR SERVICES OF THE CANADA VISA APPLICATION CENTRE (CVAC) BY VFS GLOBAL**

### 1. VAC service

CVAC offers a number of administrative support services and biometric collection services to clients submitting an application to enter Canada.

Services charges for services at CVAC have been authorised by the Government of Canada.

### 2. Liability

VFS Global is not an agent of the Government of Canada. CVAC is a completely independent entity, operating under the laws of the country where the services are provided and is solely responsible for the provision of its services.

### 3. Language of service

CVAC shall provide the service and maintain all channels of communication in English and French and in the predominant local languages.

### 4. Agreement

As a user of CVAC services I understand and agree that:

I have read this document completely. My use of the services of CVAC is to assist me with submitting my application to the Government of Canada to enter Canada, and is on the terms and conditions noted in this document. I understand that VFS Global has no decision making power or influence over visa applications.

The personal information is gathered by the CVAC under the authority of a contract between VFS Global Services and the Government of Canada. This authority includes any approved subcontractor. The CVAC will receive documents from me and collect personal information related to me for the exclusive purpose of supporting the processing of my application by the Government of Canada for a Canadian visa, permit or travel document, including transferring such documents and information to and from the Government of Canada.

In addition, if indicated below in the "Consent for Indirect Submission/Collection", I give my consent to the CVAC to receive/give my documents and personal information from/to the person specified below.

My personal information may include my application form, supporting or other documents, including my fingerprints and photographs and other biometric

information, as required by the Government of Canada. My personal information may also include information related to application, identity, biographic and contact details, including electronic records or data related to my application.

In order to obtain the authorisation of the Government of Canada as a contractor, CVAC will respect principles of personal information confidentiality and protection adopted by various laws of Canada. A copy of these principles has been made available to me, and by signing this form I acknowledge that I am of the principles, and of the contact information for the Office of the Privacy Commissioner for Canada.

These documents and electronic information will be transmitted to the Government of Canada, as required to provide the service.

I understand that CVAC will only collect, use, disclose and retain my personal information as required in its contract with the Government of Canada and for the purposes of providing administrative support services and biometric collection services for my application to enter Canada, where applicable. The Government of Canada has prohibited CVAC from using or disclosing my personal information for any other purpose unless I have provided a further consent in writing. I understand that if I have concerns with the handling of my personal Information by the CVAC, I have the right to file a complaint with the Office of the Privacy Commissioner for Canada, using the contact information provided to me.

NAME (printed): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

SIGNED AT: \_\_\_\_\_ (city, country)

**Consent for Indirect Submission and/or Collection (to be completed ONLY if travel agent or person other than applicant themselves is submitting and/or collecting the visa application and decision)**

I give my consent to the Canada Visa Application Centre in \_\_\_\_\_ (City, Country) to **receive/give** my documents **from/to** \_\_\_\_\_  
**\*\*\*\* Applicant to circle as applicable**

Name of Person to submit an application or collect the decision on my behalf:

\_\_\_\_\_

Relationship to Applicant (if applicable): \_\_\_\_\_

Applicant Signature \_\_\_\_\_

Date \_\_\_\_\_

**Declaration to be signed ONLY  
by applicants assisted by the CVAC staff with electronic application form.**

I received the assistance of the CVAC staff for data entry of my application information. I provided all information and responses required for the application. I have read the completed and printed application form and declare that the information provided is true and that the documents I am submitting in support of my application are genuine and have not been altered in any way.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Applicants wishing to provide biometrics**

I confirm that I have reviewed the biometrics validity and requirement tool on the Government of Canada’s website and will be providing my biometric enrolment notwithstanding the information provided on the Government of Canada’s website. I have made this decision of my own free will and without any influence or suggestions from the VAC staff.

Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_

**Applicants NOT wishing to provide biometrics**

I confirm that I have reviewed the biometrics validity and requirement tool on the Government of Canada’s website and have decided NOT to provide my biometric enrolment. I have made this choice of my own free will and without any influence or suggestions from the VAC staff.

Name: \_\_\_\_\_  
Signature: \_\_\_\_\_  
Date: \_\_\_\_\_