

## Request for a 204(c) Letter of Support

The personal information collected through the Alberta Immigrant Nominee Program (AINP) is collected for purpose of administering the AINP. This personal information collection is authorized by section 33(c) of the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection of personal information, you may contact AINP Operations Manager at 825-468-4213, by email at [lbr.pnpoffice@gov.ab.ca](mailto:lbr.pnpoffice@gov.ab.ca) or by mail to Alberta Immigrant Nominee Program, Suite 940, ATB Place North Tower, 10025 Jasper Avenue, Edmonton, Alberta, Canada, T5J 1S6.

**IMPORTANT:** Ensure you are using the current version of the form available on the AINP website.

Before submitting a Request for a 204(c) Letter of Support, ensure you have read the information and conditions stated in the After you are nominated section for your stream on the AINP website. You cannot submit a request for a 204(c) Letter of Support until you have received a nomination certificate.

**There is no guarantee that you will be issued a letter.** All requests for a 204(c) Letter of Support are subject to a service fee except for AINP nominees who have a written request from Immigration, Refugees and Citizenship Canada (IRCC) for a 204(c) Letter of Support. The Request for a 204(c) Letter of Support service fee is non-refundable once a request has been submitted to the AINP.

To request a 204(c) Letter of Support from the AINP complete this form, assemble any supporting documents required, and email them to the AINP at [lbr.pnpoffice@gov.ab.ca](mailto:lbr.pnpoffice@gov.ab.ca). Requests will only be accepted via email. The AINP will not accept incomplete forms or forms submitted by mail.

<b>A. Nominee details</b>		AINP file number: <input type="text"/>	
Family name:		Given name(s):	
Current residential address		City/Town:	
Province/Territory/State:	Postal code/Zip code:	Country:	
Current mailing address: (only complete if different from above)		City/Town:	
Province/Territory/State:	Postal code/Zip code:	Country:	
Home phone:	Work phone:	Cell phone:	Email:

You'll need to include with your form:

- a copy of your current job offer, including:
  - your current job title
  - your current salary
  - the name and contact information of your current Alberta employer
- a copy of your most recent work permit or other status document
- if your nomination is expired, proof you have submitted an application for permanent residence to IRCC (proof of payment, copy of courier slip)
- a copy of a request that IRCC has sent you asking for a 204(c) Letter of Support (if applicable)
- copy of your eServices fee payment receipt (if applicable)
- updated Use of Representative form (if applicable)

## B. Use of Authorized Representative

Are you using an Authorized Representative?

- No, I am not using an Authorized Representative
- Yes, I am using the same Authorized Representative as on my original AINP application
- Yes, I am using a new or different Authorized Representative than was used on my original AINP application. Attach an updated Use of Representative form. The Use of Representative form is available on the AINP website.

## C. Request for 204(c) Letter of Support

I declare that:

- I have a current, valid AINP nomination, **or**
- my AINP nomination is expired but I used my nomination to apply for permanent residence as a Provincial Nominee before the nomination expired.

I further declare that:

- this is my first request for a 204(c) Letter of Support, **or**
- I have previously received a letter, but have a written request from IRCC for a 204(c) Letter of Support.

## D. Reason for 204(c) Letter of Support request

Provide the reason for this request for a 204(c) Letter of Support.

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## E. Fee Payment

- Attached is a copy of the online fee payment receipt for \$100, **or**
- No proof of payment. I have a written request from IRCC for a 204(c) Letter of Support

## F. Declaration (You must sign and date this form)

I declare that the information I have given is truthful, complete and correct.

I understand that the information I have provided does not guarantee that I will receive a 204(c) Letter of Support from the AINP.

I understand the AINP may request additional information/documents to assess my eligibility for a 204(c) Letter of Support.

I understand that my request for a 204(c) Letter of Support is subject to all conditions that were in place at the time my original nomination was issued by the AINP.

Signature:

Date: (mm/dd/yyyy)

If you receive a written request from IRCC for a 204(c) Letter of Support, the AINP will attempt to respond to your request by the deadline provided by IRCC. It will take 30 to 45 days to respond to your request for a 204(c) Letter of Support.

The AINP will not respond to any status inquiries about 204(c) Letter of Support requests.