



APPLICATION FOR REGISTRATION ON THE INDIAN REGISTER AND FOR THE SECURE CERTIFICATE OF INDIAN STATUS (SCIS) (FOR CHILDREN 15 YEARS OF AGE OR YOUNGER OR DEPENDENT ADULTS)

GENERAL INFORMATION

- ▶ Please review the instructions ([83-1711E](#)) to complete the application.
- ▶ To complete the application, you may need to include a [Guarantor Declaration \(form 83-169E\)](#) or a [Statutory Declaration in Lieu of Guarantor \(form 83-170E\)](#). A Declaration is required if the application is sent by mail.
- ▶ To obtain forms or the instructions, visit canada.ca/indian-status, or call 1-800-567-9604.
- ▶ If original documents are included with the application, they will be returned to you.
- ▶ If you need to include a Guarantor Declaration form with the application, you must submit the form with the **signature of the guarantor**. A guarantor is a person who can confirm the identity of the applying parent/legal guardian.

HOW TO SUBMIT THIS APPLICATION

IN PERSON:

- At the regional office nearest you. As an appointment may be required, it is recommended that you call ahead of time.
- For the list of regional offices, visit canada.ca/indian-status, or call 1-800-567-9604.

BY MAIL:

- If you send the application by mail, you must include a Guarantor Declaration form with the **signature** of the guarantor.
 - The guarantor must sign and date the photocopies of the front and back of the supporting identity documents of the applying parent/legal guardian.
- Note:** You must still include the **original** proof of birth document for the child/dependent adult.
- If you are applying for registration AND for the Secure Certificate of Indian Status, the guarantor must also sign and date the back of one (1) photo and write the statement "this is a true likeness of (name of the child or dependent adult)".

Send the application to:

**National Registration Processing Unit
10 Wellington Street
Gatineau, Quebec K1A 0H4**

For applications made under Bill S-3: *An Act to amend the Indian Act in response to the Superior Court of Quebec decision in Descheneaux c. Canada (Procureur général)*, or under Bill C-3: *Gender Equity in Indian Registration Act*, send to:

**Application Processing Unit
Box 6700
Winnipeg, Manitoba R3C 5R5**



CHECKLIST

Signatures and Legal Documents

- Section 9 of the application is dated and signed by both parents, or by the custodial parent or legal guardian(s).
- If applicable, include photocopies of the most recent **legal documents** (such as a divorce judgment, separation agreement, custody or guardianship order) proving custody or guardianship to the applying parent/legal guardian.

Documents Required for the Child/Dependent Adult

- Original birth certificate listing the names of the parents.** A photocopy is not acceptable.

Note: If the child or dependent adult was adopted, you must provide an original birth certificate listing the names of the **adoptive parent(s)**.

If the child/dependent adult is to be registered and/or issued a Secure Certificate of Indian Status under a name other than the name listed on the birth certificate, you must provide a **name-linking document**, such as a legal name change certificate.

► **If applicable, include with the application:**

- An original** name-linking document, OR
- A photocopy** of the name-linking document and a photocopy of a government-issued identity document that has the name of the child/dependent adult as it appears on the application (for example, a health card).
- Two (2) unaltered, identical, Canadian passport-style **photos** of the child/dependent adult. The name and address of the studio or person who took the photo, and the date the photo was taken must be indicated on the back of one (1) photo. Photos are required only if a Secure Certificate of Indian Status is requested.

Adoption

► **If the child/dependent adult was adopted, include with the application:**

- A photocopy of the **adoption order** or photocopy of the **letter from the Social Services authorities** confirming the details of the adoption: names of the adoptive parent(s), full name of adoptee as it appears on the adoption order, and date and place of adoption.
- A signed and dated consent form giving the Indian Registrar permission to contact the Social Services authorities for information on his/her birth ancestry. To obtain the consent form, call 1-800-567-9604.
- A photocopy of the pre-adoption birth certificate (optional, if available).

Documents Required for the Applying Parent/Legal Guardian

Supporting **identity documents** must contain the following four (4) elements: full name, date of birth, photo and signature.

► **Include with the application:**

- One or more identity documents that, combined together, contain all the elements listed above, OR
- One (1) identity document that contains some but not all the elements listed above and a Guarantor Declaration form.

► **You may include:**

- Original** identity documents (recommended if submitting the application in person), OR
- Photocopies** of the identity documents **and a Guarantor Declaration form**. The guarantor must sign and date the photocopies of the front and back of the identity documents (recommended if sending the application by mail).
- Include photocopies of **name-linking documents**, such as a marriage certificate and a legal name change certificate, if your name as it appears on the application is different than the name listed on your identity documents, legal documents (custody order, order of guardianship, etc.) or the birth certificate of the child/dependent adult.

If submitting the application by mail, include a Guarantor Declaration form (see instructions on previous page).



APPLICATION FOR REGISTRATION ON THE INDIAN REGISTER AND FOR THE SECURE CERTIFICATE OF INDIAN STATUS (SCIS) (FOR CHILDREN 15 YEARS OF AGE OR YOUNGER OR DEPENDENT ADULTS)

Privacy Act Statement

This statement outlines the purposes for the collection and use of personal information. Only information needed to respond to program requirements will be requested. Collection, use, and disclosure of personal information are in accordance with the *Privacy Act*. In some cases, information may be disclosed without your consent pursuant to subsection 8(2) of the *Privacy Act*. The authority to collect and use personal information for the Indian Registration and the Secure Certificate of Indian Status programs is derived from the *Indian Act*. We use the personal information we collect to determine entitlement to registration in the Indian Register and membership in a First Nation for which the Band List is maintained by the Department, to issue a Secure Certificate of Indian Status to registered persons, and for the provision of benefits and services conferred exclusively to those who are registered. We may share the personal information you provide as outlined under Personal Information Bank AANDC PPU110 (Info Source <http://www.aadnc-aandc.gc.ca/eng/1100100011039/1100100011040>). The information collected is retained by the Department for 30 years after the last administrative action and then transferred to Library and Archives Canada (or as described in the Personal Information Bank). As stated in the *Privacy Act*, you have the right to access the personal information you give us and request changes to incorrect information. If you have questions or wish to notify us of incorrect information, you may call us at 1-800-567-9604. For more information on privacy issues and the *Privacy Act* in general, you can consult the Privacy Commissioner at 1-800-282-1376.

NOTICE TO APPLICANTS

If you identify with an Indigenous group that is not recognized under the *Indian Act* (non-status), you may wish to consult with that group before proceeding with an application for registration for yourself, a minor child or dependent adult. Registration under the *Indian Act* in Canada may affect your entitlement to join or be recognized by some non-status groups and your entitlement to the programs and services they may offer. The Indian Registrar does not have the authority to remove a name from the Indian Register if the person has been correctly registered, even when the person requests to deregister.

The Secure Certificate of Indian Status (SCIS) remains at all times the property of the Government of Canada and must only be used by the person in whose name it is issued. Any false or misleading statement with respect to this application and any supporting document, including the concealment of any material fact, selling or permitting the use of your SCIS by any other person or agency may lead to criminal prosecution, and is cause for revocation of your SCIS and refusal to issue a SCIS in the future. Any false or misleading statement, including the concealment of any material fact, may lead to a review of your entitlement to registration and revocation of your registered Indian status.

► **Complete this form online, or write in block letters using black or dark blue ink.**

SECTION 1: Child/Dependent Adult Information

Family Name	Given Name(s)
Family Name at Birth (if different from above)	Alias / Cultural Name (if applicable)
Sex (as per Birth Certificate) <input type="radio"/> Male <input type="radio"/> Female	Date of Birth (YYYYMMDD)

Permanent Address Address is on Reserve

Number, Street, Apartment, P.O. Box

City/Town	Province/Territory (Canada) <input type="checkbox"/>	State (USA) <input type="checkbox"/>	Postal/ZIP Code
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► If applying for a child: Are there separation agreements, court orders or legal proceedings pertaining to the custody of the child?
 No Yes ► If yes, include photocopies of all legal documents.

► If applying for a dependent adult, provide a photocopy of the Order of Guardianship.

SECTION 2: Document Requirements for Child/Dependent Adult

A. Proof of Birth Document Original document included

Registration Number on Birth Document	Province/Territory of Issuance <input type="checkbox"/>	State (USA) of Issuance <input type="checkbox"/>
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B. Name Linking Document(s) (Provide if the name of the child/dependent adult on this application is different than the name listed on the proof of birth document)

Name (exactly as it appears on the document)	Document Type



SECTION 3: First Nation/Band Choice (If the parents are affiliated with different First Nations/Bands, indicate with which First Nation/Band you would like the child/dependent adult to be affiliated)

First Nation/Band Name	First Nation/Band Number (3 digits) (if known)
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SECTION 4: Parent(s)/Legal Guardian(s) Information

Note: Correspondence will be addressed to the applying parent/legal guardian unless instructed otherwise.

Applying Parent/Legal Guardian		Other Parent/Legal Guardian	
Family Name		Family Name	
Given Name(s)		Given Name(s)	
Mailing Address (if different than the permanent address of the child/dependent adult) Number, Street, Apartment, P.O. Box		Permanent Address (if different than the permanent address of the child/dependent adult) Number, Street, Apartment, P.O. Box	
City/Town	Province/Territory (Canada) <input type="checkbox"/>	City/Town	Province/Territory (Canada) <input type="checkbox"/>
State (USA) <input type="checkbox"/>	Postal/ZIP Code	State (USA) <input type="checkbox"/>	Postal/ZIP Code
Telephone Number (Daytime)	Telephone Number (Other)	Telephone Number (Daytime)	Telephone Number (Other)
Email Address		Email Address	
Is your permanent address the same as the child's/dependent adult's address? <input type="radio"/> Yes <input type="radio"/> No			
Relationship to Child/Dependent Adult: <input type="radio"/> Parent <input type="radio"/> Custodial Parent <input type="radio"/> Legal Guardian <input type="radio"/> Other (Specify): _____		Relationship to Child/Dependent Adult: <input type="radio"/> Parent <input type="radio"/> Custodial Parent <input type="radio"/> Legal Guardian <input type="radio"/> Other (Specify): _____	

SECTION 5: Document Requirements for Applying Parent/Legal Guardian

A. Supporting Identity Document(s)

Document Type	Document Number	Expiry Date (YYYYMMDD) (if applicable)
Name (exactly as it appears on the document)		
Document Type	Document Number	Expiry Date (YYYYMMDD) (if applicable)
Name (exactly as it appears on the document)		
Document Type	Document Number	Expiry Date (YYYYMMDD) (if applicable)
Name (exactly as it appears on the document)		

B. Name Linking Document(s) (Provide if the name you are using on this application is different than the name listed on your identity documents, legal documents (custody order, order of guardianship, etc.) or the proof of birth document of the child/dependent adult)

Name (exactly as it appears on the document)	Document Type



SECTION 6: Adoption Information (Complete this section ONLY if the child/dependent adult was adopted)

I believe the child/dependent adult has entitlement to Indian status through (select all that apply)

- The adoptive mother
- The adoptive father
- The birth mother
- The birth father

Adoptive Mother

Family Name	Given Name(s)	Date of Birth (YYYYMMDD)
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Adoptive Father

Family Name	Given Name(s)	Date of Birth (YYYYMMDD)
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Birth Mother (if known)

Family Name	Given Name(s)
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Birth Father (if known)

Family Name	Given Name(s)
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- ▶ If you believe the child/dependent adult is entitled to Indian status through his/her **adoptive parent(s)**, complete the Family Information section below with the **adoptive parents'** information.
- ▶ If you believe the child/dependent adult is entitled to Indian status through his/her **birth parent(s)**, complete the Family Information section below with the **birth parents'** information (if available).

SECTION 7: Family Information

A. Father

Family Name	Family Name at Birth (if different)	Given Name(s)
Date of Birth (YYYYMMDD)	First Nation/Band Name	First Nation/Band (3 digits) Number or Registration (10 digits) Number
Was the father adopted? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown <input type="checkbox"/> Parent not stated on the birth document		

B. Mother

Family Name	Family Name at Birth (if different)	Given Name(s)
Date of Birth (YYYYMMDD)	First Nation/Band Name	First Nation/Band (3 digits) Number or Registration (10 digits) Number
Was the mother adopted? <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Unknown		

C. Maternal Grandparents (Provide information up to the first person registered. For example, if the mother is registered, information on grandparents and great-grandparents is not required)

Family Name	Family Name at Birth (if different)	Given Name(s)	Date of Birth (YYYYMMDD)	First Nation/Band Name or Registration Number	Adopted (Yes/No)
Grandfather					<input type="checkbox"/>
Grandmother					<input type="checkbox"/>
Great-Grandfather (1)					<input type="checkbox"/>
Great-Grandmother (1)					<input type="checkbox"/>
Great-Grandfather (2)					<input type="checkbox"/>
Great-Grandmother (2)					<input type="checkbox"/>



D. Paternal Grandparents (Provide information up to the first person registered. For example, if the father is registered, information on grandparents and great-grandparents is not required)

Family Name	Family Name at Birth (if different)	Given Name(s)	Date of Birth (YYYYMMDD)	First Nation/Band Name or Registration Number	Adopted (Yes/No)
Grandfather					<input type="checkbox"/>
Grandmother					<input type="checkbox"/>
Great-Grandfather (1)					<input type="checkbox"/>
Great-Grandmother (1)					<input type="checkbox"/>
Great-Grandfather (2)					<input type="checkbox"/>
Great-Grandmother (2)					<input type="checkbox"/>

Additional Family Information (optional): List the names of other registered relatives such as brothers, sisters, aunts, uncles, cousins. (Add separate pages if additional space is required)

SECTION 8: Photo to Appear on the Secure Certificate of Indian Status (SCIS)

► Select what applies to you.

Two (2) unaltered, identical, Canadian passport-style photographs are included

SCIS not requested

SECTION 9: Declaration and Signature of Parent(s)/Legal Guardian(s)

► Failing to sign and date the declaration will delay the processing of the application.

I solemnly declare that I am the parent/legal guardian of the child/dependent adult. All statements made in this application are true, all documents provided to support this application are unaltered, and the enclosed photographs (if requesting a Secure Certificate of Indian Status) are a true likeness of the child/dependent adult. I have read and understand the Notice to Applicants and the *Privacy Act* Statement.

If the child/dependent adult is eligible, I request that _____ be registered in
(Print name of child/dependent adult)

the Indian Register and, if applicable, that his/her name be entered on a First Nation/Band List, as provided for under the *Indian Act*. I further request that a Secure Certificate of Indian Status be issued to the child/dependent adult (if applicable).

Signature of Applying Parent/Legal Guardian	Date (YYYYMMDD)	Signature of Other Parent/Legal Guardian	Date (YYYYMMDD)
X		X	

SECTION 10: Indian Registration Administrator (IRA)

► If an IRA assisted in completing this form, he or she must complete and sign this section.

Name	First Nation/Band Number or Initiator Code	IRA Signature	Date (YYYYMMDD)
		X	



REGISTRATION AND SECURE CERTIFICATE OF INDIAN STATUS (SCIS) GUARANTOR DECLARATION

GENERAL INFORMATION

A guarantor is a person who can confirm the identity of the applicant.

Family members may act as guarantors **only** if they meet all the criteria listed below.

A **parent or legal guardian** applying for registration or for the Secure Certificate of Indian Status (SCIS) on behalf of a child or dependent adult **cannot act as guarantor** for the child or dependent adult.

The guarantor must perform the following tasks, as needed, free of charge:

- Complete and sign the Guarantor Declaration form.
- Sign and date the photocopies of the front and back of the applicant's identity documents.
- Sign and date the back of one (1) of the applicant's Canadian passport-style photographs, and write the following statement: "This is a true likeness of (name of applicant or child or dependent adult)."

CRITERIA

The guarantor:

- Must be 18 years of age or older.
- Must reside in Canada or the United States.
- Must be reachable for verification by the Department.
- Must have known the applicant personally **for at least two (2) years**.

Note: To know the applicant personally means that the guarantor is able to confirm information about the applicant, such as the name, approximate age, place of birth, physical description and some personal history such as place of residence.

The guarantor must be someone from the following list:

- Holder of a valid SCIS (who was 16 years of age or older when he/she applied for the card)
- Indian Registrar or Deputy Registrar
- Elected or appointed official (Band chief or councillor, **Indian registration administrator**, mayor, member of Parliament/Legislative Assembly)
- Medical professional (dentist, medical doctor, optometrist, pharmacist, chiropractor or registered nurse)
- Judge, magistrate or police officer (First Nations; RCMP; municipal, provincial, territorial police)
- Lawyer, notary public
- Minister of religion
- Postmaster/postmistress
- Senior university/college/school administration official and professor/teacher
- Professional accountant
- Professional engineer
- Registered social worker or social service worker
- Military personnel (only for Regular Force members and their dependents)
- Other occupations: visit www.canada.ca/indian-status for a more detailed list.

If an eligible guarantor is not available, the applicant must complete the Registration and Secure Certificate of Indian Status Statutory Declaration in Lieu of Guarantor (form 83-170E), and provide **two (2)** references who are not relatives.

The references:

- Must be 18 years of age or older.
- Must reside in Canada or the United States.
- Must be reachable for verification by the Department.
- Must have known the applicant personally **for at least two (2) years**.

Note: The Statutory Declaration in Lieu of Guarantor (form 83-170E) must be completed and signed before a Commissioner for Oaths, notary public or lawyer.



REGISTRATION AND SECURE CERTIFICATE OF INDIAN STATUS (SCIS) GUARANTOR DECLARATION

Privacy Act Statement

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► **Complete this form online, or write in block letters using black or dark blue ink.**

Applicant Information

► For the purposes of this form, the applicant is the adult (16 years of age or older) applying for registration and/or for the Secure Certificate of Indian Status (SCIS), or the parent/legal guardian applying for a child (15 years of age or younger) or dependent adult.

Family Name	Given Name(s)		
Alias / Cultural Name (if applicable)	Date of Birth (YYYYMMDD)	Registration Number (10 digits) (if applicable)	
<i>I certify that I am the person (applicant) named above</i>	Signature of Applicant		Date (YYYYMMDD)
	X		

Name of Child/Dependent Adult (if applicable)

Family Name	Given Name(s)
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Guarantor Information and Declaration

Family Name	Given Name(s)
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Permanent Address

Number, Street, Apartment, P.O. Box			
City/Town	Province/Territory (Canada)	State (USA)	Postal/ZIP Code
	▼	▼	
SCIS Serial Number (on the back of the card)		Occupation (if guarantor does not have an SCIS)	
Applicant known for _____ years (minimum 2 years)		Telephone Number (Daytime)	Name of Firm/Organization (if applicable)

Instructions for guarantor: As needed, you must **sign** and **date** the photocopies of the front and back of the documents that support the applicant's identity. You must also **sign, date** and **write** the statement "This is a true likeness of (name of applicant or child or dependent adult)" on the back of **one (1)** of the two photographs.

I solemnly declare that I am at least 18 years of age and have known the applicant named above personally for at least **two (2)** years. I have signed and dated the back of one photo and confirm that the image is a true likeness of the applicant, child or dependent adult, (if a Secure Certificate of Indian Status is requested). I have signed a photocopy of the front and back of each document to support the applicant's identity and confirm that I have seen the original document(s). I understand that any false or misleading statement relating to this form and any document in support of the application, including the concealment of any material fact, may be grounds for criminal prosecution.

Signature of Guarantor

X

Date (YYYYMMDD)



REGISTRATION AND SECURE CERTIFICATE OF INDIAN STATUS (SCIS) STATUTORY DECLARATION IN LIEU OF GUARANTOR

Privacy Act Statement

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NOTICE TO APPLICANTS

The Secure Certificate of Indian Status (SCIS) remains at all times the property of the Government of Canada and must be used only by the person in whose name it is issued. Any false or misleading statement with respect to this form and any supporting document, including the concealment of any material fact, selling or permitting the use of your SCIS by any other person or agency may lead to criminal prosecution, and is cause for revocation of your SCIS and refusal to issue an SCIS in the future. Any false or misleading statement, including the concealment of any material fact, may lead to a review of your entitlement to registration and revocation of your registered Indian status.

IMPORTANT

- ▶ This form must be completed and signed before a Commissioner for Oaths, notary public or lawyer.
- ▶ Complete this form online, or write in block letters using black or dark blue ink.

Applicant Information

- ▶ For the purposes of this form, the applicant is the adult (16 years of age or older) applying for registration and/or for the Secure Certificate of Indian Status (SCIS), or the parent/legal guardian applying for a child (15 years of age or younger) or dependent adult.

Family Name		Given Name(s)	
Alias / Cultural Name (if applicable)	Date of Birth (YYYYMMDD)	Registration number (10 digits) (if applicable)	

Addresses (List the addresses where you have lived in the last five (5) years, starting with your current address)

Number, Street, Apartment, P.O. Box	City/Town	Province/Territory (Canada)	State (USA)	Postal/ZIP Code	From (YYYYMMDD)	To (YYYYMMDD)
		▼	▼			
		▼	▼			
		▼	▼			
		▼	▼			

In the last five (5) years: my employers were **and/or** I was attending the following educational institutions

Employer/School	Address	Telephone Number	Nature of Employment/Studies	From (YYYYMMDD)	To (YYYYMMDD)



References: I have obtained the consent of **two (2)** references to be contacted to confirm my identity. My references, who are not relatives, have known me for at least **two (2)** years, are 18 years of age or older, and live in Canada or the United States.

1. Family Name		Given Name(s)		
Relationship to Applicant	Telephone No. (Daytime)	Reference known for _____ years (minimum 2 years)		
Address (Number/Street/Apartment/P.O. Box)	City/Town	Province/Territory (Canada) <input type="checkbox"/>	State (USA) <input type="checkbox"/>	Postal/ZIP Code
2. Family Name		Given Name(s)		
Relationship to Applicant	Telephone No. (Daytime)	Reference known for _____ years (minimum 2 years)		
Address (Number/Street/Apartment/P.O. Box)	City/Town	Province/Territory (Canada) <input type="checkbox"/>	State (USA) <input type="checkbox"/>	Postal/ZIP Code

Note:

As needed:

- **Both** references must sign and date the photocopies of the front and back of the applicant's identity documents.
- **One (1)** reference must sign, date and write the statement "This is a true likeness of (name of applicant/name of child or dependent adult)" on the back of **one (1)** Canadian passport-style photograph.

Applicant Declaration

For mail-in applications: I have presented to both references named above, for signature, photocopies of the front and back of my identity documents. I have presented to one (1) reference named above, one photograph for signature (if requesting an SCIS).	Document Type	Document Number
	Document Type	Document Number
The statements in the application for registration and/or for the SCIS, for: <input type="radio"/> myself <input type="radio"/> the child/dependent adult dated on _____ are correct in all respects. (YYYYMMDD)		Child/Dependent Adult's Name (as applicable)

I solemnly declare that I am unable to obtain an eligible guarantor as defined in the **Guarantor Declaration (form 83-169E)**. To my knowledge, the statements made in this declaration are true and the photos enclosed (if a Secure Certificate of Indian Status is requested) are a true likeness of me or the child/dependent adult on whose behalf I am applying.

Signed at (Location)	Province/Territory/State	Signature of Applicant X	Date (YYYYMMDD)
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Information and Declaration of Official

- Commissioner for Oaths Notary Public Lawyer

Family Name		Given Name(s)		
Telephone Number (Daytime)	Telephone Number (Evening) (Optional)	Facsimile Number (Optional)	Email Address (Optional)	
Name of Business/Organization (if applicable)				
Address (Number/Street/Apartment/P.O. Box)	City/Town	Province/Territory (Canada) <input type="checkbox"/>	State (USA) <input type="checkbox"/>	Postal/ZIP Code

Declaration made before me

Signed at (Location)	Province/Territory/State	Signature of Official (affix stamp) X	Date (YYYYMMDD)
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