



Immigration Division—Bondsperson Information Form

Important instructions and information

Who should use this form

Persons who are proposing to act as a bondsperson for a detained person.

What is the purpose of this form

As a bondsperson, you will be depositing and/or pledging money to ensure that the person in detention will follow all conditions of a release order. The purpose of this form is to assist the Division and the parties to assess your suitability as a potential bondsperson.

How to submit a completed form

Please complete the form in advance of the detention review hearing and send it to the Immigration Division and the opposing party (i.e. Canada Border Services Agency) as soon as possible. The Immigration Division accepts documents sent by email, fax, courier or that are hand delivered. Contact information for each regional office may be found on the IRB website: <https://irb-cisr.gc.ca/en/contact/Pages/contact3.aspx>. Please contact the Canada Border Services Agency directly to obtain their contact information.

Supporting documentation

Please bring with you to the detention review hearing any relevant documentation that demonstrates your suitability as a bondsperson, for example a letter of offer or pay stub to show proof of employment, bank account information, mortgage documents, property deed or any other information that shows your assets.

What happens at the detention review hearing

Once received by the Immigration Division, your form will be reviewed by the Division and the parties at a detention review hearing where the Division will decide whether or not to order the release of the detained person and what conditions of release, if any, to impose on them. Unless you are told otherwise by the Division or a party, you **must** attend this hearing and be prepared to answer additional questions. Counsel for the detained person may advise you of the time and date of the hearing and tell you how to connect if it is taking place virtually. Although you are not required to complete the Bondsperson Information Form, you must be prepared to provide all relevant information that is requested on the form. The Bondsperson Information Form does not replace the requirement for you to be available to provide testimony at the hearing as directed by the Division.

Privacy

The privacy and the protection of your personal information is important to us. The collection, use and disclosure of information you provide is protected under the *Privacy Act* and other applicable federal legislation. Under the *Privacy Act*, you have the right to access your personal information and request changes if the information is incorrect. In limited instances, we can share your information without your consent, but will do so only where permitted by law.



Information about the detained person for whom a bond is being offered:

Full name of person concerned:

First name:

Last name:

ID file number:

UCI / Client ID number:

Information about the proposed bondsperson:

First name:

Last name:

Immigration status in Canada:

Canadian citizen

Permanent resident

Other, please specify: _____

Mailing address:

Street name and number:

City:

Province:

Postal code:

Email address:

Day-time telephone number:

Relationship between the proposed bondsperson and the detained person:

What is your relationship with the detained person (for example, parent, friend, co-worker)?

How long have known the detained person? _____

Will the detained person reside with you? Yes No

If not, where will the detained person reside and how will you make sure that the detained person abides by their conditions of release?



Financial information about the proposed bondsperson:

Your occupation:

Name and address of employer:

Number of years at current place of employment: Current annual income:

Total savings (for example, money deposited in bank accounts or investments):

Total debts other than property mortgage debt (for example, money owed on a credit card,
outstanding debt on a motor vehicle):

Property ownership:

Do you own a house, condominium or other property? Yes No

If yes, are you the sole owner of the property? Yes No

If no, list the names of any other co-owners:

Address of property:

Street name and number: City:

Province: Postal code:

Purchase price of property: Year purchased: Amount of mortgaged debt currently owed on property:

Bond amount offered:

Cash bond (deposit): Performance bond (guarantee):



A cash bond is money that you deposit with the Canada Border Services Agency during the time you are acting as bondsperson.

A performance bond is money that you promise to pay to the Canada Border Services Agency if the detained person does not respect their conditions of release.

Please note that the Immigration Division determines the amount of the bond at the detention review hearing. It is the Canada Border Services Agency's responsibility to advise you of the method of deposit for cash bonds and the assessment to be undertaken for performance bonds. The Immigration Division cannot decide whether a deposit is returned or whether a guarantee posted becomes enforceable.

For more information about a bondsperson's role and responsibilities, please refer to the information sheet *What you should know about being a bondsperson*, available on the IRB website at: <https://irb-cisr.gc.ca/en/information-sheets/Pages/ib-ic.aspx>.