

Post Sale Guide

Updating Documentation



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Post Sale Guide

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info@buschteam.ca

905.845.2224

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Updating Documents & ID's (See Digital copy for Hyperlinks)

International Services

Passport

Open your current passport to page 4. Fill in your new address in the provided space. When you go to renew your passport, you can then inform the government of your updated address.



Pro-tip: If you've already filled out your address, simply cross out the current address and write in your new one. However, just like your 90s high school exams, you may not use Wite-Out or any other correctional fluid.

NEXUS Card

Make sure you notify the Canada Border Services Agency about your address change to avoid losing your privileges and having to rejoin the security lines that snake around the airport for three miles in either direction.

What You'll Need

- Your Trusted Traveler Programs* account number and password.
- Your new address.

*If you didn't apply for your NEXUS card using TTP, you can [create a new account here](#).

How To Do It

Online
[Log into your TTP account](#). On the dashboard (right-hand side), click the link that says "Mailing Address" and follow the instructions on the page.

Immigration Card

If you have an immigration or visa application pending, you must immediately inform Citizenship and Immigration Canada (CIC) about any address changes. Failure to notify CIC could result in the delay or even disqualification of your application. In extreme cases, this could even lead to arrest or detention.

What You'll Need

In order to complete your address change online with Immigration Canada, you'll need to check off the following:

- Your case is currently being processed in Canada.
- You have a Canadian address.
- You are moving within three weeks or have already moved.
- A copy of your initial application
- Your fee receipts (IMM 5401).
- Any letters or official documents issued to you by Immigration, Refugees and Citizenship Canada.

In addition to these criteria, you must also have completed at least one of the following:

- Sponsored a member of the family class.
- Applied for permanent residence while residing in Canada.
- Applied for a Permanent Residence card.
- Applied for Canadian citizenship (for yourself or for a person adopted by a Canadian citizen).
- Applied for a citizenship certificate (proof of Canadian citizenship).
- Applied for a search of citizenship records.



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info@buschteam.ca
905.845.2224

How To Do It (Immigration Card)

Online

Visit the [Citizenship and Immigration Canada website](#) and complete the Change of Address form online. The update should appear on your file within 5 business days.

Email

If you're ineligible to complete this task online, you can submit an online request form through [this secure portal exit_to_app](#).

Provincial Services

Update Government ID

The good news: You can update your driver's licence, health card, and vehicle registration at the same time.

The less-good news: You'll need to collect a fair amount of documentation in order to make it all happen.

[*Find out when](#) you need to update your address on your licence.

What You'll Need

Driver's Licence + Vehicle Registration

- Driver's licence number from your current licence OR registrant identification number (RIN) from your vehicle registration.
- Postal code last reported to the Ministry of Transportation.
- Your complete new residential address (where you'll live), including proof of residence.
- Your complete new mailing address (or where you receive your mail if it's different from

where you'll live).

- [Find out when](#) you need to update your address on your licence.

Health Card



If you have the red and white card, you'll need your health card number and the postal code for your current address.



If you have the updated health card, you'll need your health card number, postal code for your current address

and the last 4 characters of the citizenship or immigration document (birth certificate, citizenship, etc.) that you used when you applied for your photo health card.

How To Do It

Online

Visit the [Service Ontario web portal](#) and follow the instructions on the self-service page.

Receiving your new Documents

Driver's license

You should receive your new driver's licence within 4-6 weeks after the successful completion of your application.

Health card

You won't receive a new health card since your address doesn't appear on the actual card, but your new address will be updated in the system. The best news: This means one less grim, unsmiling photo of you that will exist in the world.



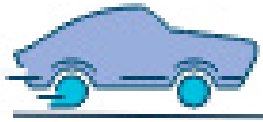
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Vehicle registration

You will have to physically pick up your new vehicle registration from a Service Ontario location. Find your nearest one [here](#).



In person

Or you can go to your nearest [Service Ontario location](#) to do everything in person. It's a good idea to book an appointment in order to reduce wait times, unless you love any excuse to play Sudoku, in which case we recommend showing up during lunch hour.

Mail Forwarding

Canada Post offers a service that will redirect your mail to your new home address for 4 or 12 months. You can purchase this service [online](#) or in person at your [local post office](#). Please note: You have to renew this service each time it expires or a cabal of tiny post office elves will resume sending your mail to your old address. FYI: Mail Forwarding does not include parcels, newspapers, prepaid envelopes, or miniature donkeys.

Mail Keys

The seller will leave mailbox key but if for some reason they don't you can order here

Canada Post will change the community mailbox lock and provide new keys for new residents free of charge. You can fill out your details at the

following link and they will notify you once the new keys are ready and where you can pick them up from:

<https://www.canadapost.ca/cpc/en/personal/receiving/manage-mail/community-mailbox.page>

Federal Services

Canada Revenue Agency

Taxes are no fun, but did you know there's one thing that's even less fun than taxes? It's true! That would be missing your tax returns or benefits because they went to the wrong address. Make sure you inform the CRA within 10 days of your move to avoid delays or sticky red tape.

What You'll Need

- Canada Revenue Agency user ID and password (or log in using a CRA Sign-in Partner).
- Social Insurance Number (SIN).
- Date of birth.
- Current and previous year's tax returns to verify your identity.
- Current postal code.

How To Do It

Online

You'll need to create a [CRA login account](#) using your SIN. Once you complete registration, the CRA will mail you a unique code which you can then use to access your personal e-file.



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By Phone

If you have an hour or four to spare, you can also call the CRA directly to ask a live human to change your address.

Individual tax inquiries
phone 1-800-959-8281

Canada and United States
Benefits Inquiries
phone 1-800-387-1193

Canada and United States
Individual tax and benefits inquiries
phone 1-866-426-1527

My Service Canada is an umbrella platform under which you can access your Employment Insurance Payments (EI), Canada Pension Plan (CPP), and Old Age Security (OAS).

Update your address on their system at least 10 days before you move to ensure you don't miss any payments.

What You'll Need

- My Service Canada Account (MSCA) personal access code.
- Social Insurance Number (SIN).
- Date of birth.
- A parent's family name at birth.
- Current postal code.

How To Do It

Online

You'll need to request a MSCA personal access code by mail. Once you receive your code, you can [complete your registration online](#)

Note: Receiving your code can take up to 10 business days.

Depending on your pain threshold, you can also phone Service Canada, or visit your nearest [Service Canada Centre](#) in person.

Service Canada
phone 1-800-206-7218

Financial Institution

Be sure to inform your financial institutions of your address change.

Investment Firms

If you have an online trading account, you can typically change your address via the same web portal.

If your investment firm does not provide online address change, call them at the number found on your statements.

Delivery Services and other considerations



Update Amazon and other regular delivery accounts/ services

[Click here](#)

Buying too? See the QR code
- Link to first Article for buyers plan



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