



ORAT
Office for Refugees
Archdiocese of Toronto

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CONSTITUENT GROUP AIRPORT ARRIVAL CHECKLIST

Constituent Group (CG) Name: _____

Principal Applicant's Name:

<i>Last Name (Surname/ Family Name):</i>	<i>First Name:</i>	<i>Family Size:</i>
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Arrival Date: _____

Arrival Time: _____

Check When Completed

- 1) Copy of Notification of Arrival (with date, time and terminal of arrival)
- 2) Copy of Refugee Photo
- 3) IRIS Contact Person
Name: _____ *Phone Number:* _____
- 4) CG Contact Person
Name: _____ *Phone Number:* _____
- 5) Emergency Contact
Name: _____ *Phone Number:* _____
- 6) Interpreter(s)
- 7) Location to meet CG Members and Newcomers
- 8) Transportation Arrangements from Airport to Accommodation
- 9) List of CG Members Present at Arrival
- 10) Address of Newcomer's Residence _____
- 11) Contact Person after Arrival
Name: _____ *Phone Number:* _____
- 12) Ensure all Landing Documents are with Newcomer
- 13) Check for accuracy of Landing Document Information
 - a. Permanent Residence document
 - b. SIN documents
 - c. Interim Federal Health documents

Additional Notes: