

## Manitoba Provincial Nominee Program – Business (MPNP-B) Guide to Applying for an Exploratory Visit to Manitoba

Thank you for your interest in the Province of Manitoba, Canada. **The Exploratory Visit process is mandatory as a first step in applying for the Manitoba Provincial Nominee Program for Business.**

**The following documents are required for pre-screening purposes. Failure to provide any of the required information may result in a decline of your application for an exploratory visit to Manitoba. Please provide copies of the original documents and copies of certified English translations.**

- Exploratory Visit Applicant Information Form; **(see page 2 of this pdf)**
- A detailed Resumé listing your full name, complete address, telephone numbers, fax number, and email address. Your resumé should detail your education, training, business, and employment history. Please ensure you provide details on all business(es) you have started as well as on your managerial experience, the various roles and responsibilities you assumed, and the dates you held those positions, for the last 10 years; **(page 3 of this pdf)**
- Personal Net Worth Statement detailing your assets and liabilities and those of your spouse **(page 4 of this pdf)**. Ensure all totals are shown in Canadian currency;
- Supporting documents for each asset claimed including items such as bank account transaction statements for the last 12 months, fixed deposit certificates, property title documents, valuation reports for properties, business registration documents, percentage of ownership of business, proof of marriage;
- Financial statements for your business for the last 3 years; and
- IMM 5476 Use of a Representative form: <http://www.gov.mb.ca/ctt/invest/pnp-b/pdf/IMM5476E.pdf>

Please send the required documents to the following address **by mail or courier only**:

**Business Immigration and Investment Branch  
Manitoba Competitiveness, Training and Trade  
600 - 259 Portage Avenue, Winnipeg, Manitoba Canada R3B 3P4**

**Your exploratory visit to Manitoba must be for a minimum of seven (7) days, although it would be to your benefit to stay longer, if possible\*\*.** This is intended to assist you with researching the business opportunities available, as well as the lifestyle. **It is important that you do as much business research as possible.** It is expected that you conduct research activities such as, but not limited to:

- Identifying business start-up costs; cost of leasing or purchasing business space, purchasing tools and equipment; cost of hiring skilled labour; challenges from existing and potential competition; targeted customers, suppliers, etc.
- Schooling for your children; housing (rent or purchase); and general cost of living.

During the Exploratory Visit, you will be scheduled to attend two presentations on the Province of Manitoba and Doing Business in Manitoba, a 4-hour tour of the City of Winnipeg, as well as an information session at the Canada/Manitoba Business Service Centre (if available), and a personal interview (applicants only) with a Business Immigration Officer. A \$50.00(CDN\$) fee will be collected at the time of the interview.

**\*\*Please ensure travel arrangements allow for attendance during an entire week (Monday through Friday)**

### 2008 Presentation Week Schedule:

- Mandarin Presentation Weeks will begin the first (1<sup>st</sup>) and third (3<sup>rd</sup>) Monday of every month.
- Korean Presentation Weeks will begin the second (2<sup>nd</sup>) Monday of every month.
- English Presentation Weeks will begin the fourth (4<sup>th</sup>) Monday of every month.

(Exception to this schedule is when a holiday falls on the Monday, in which case, the presentation week would begin on the Tuesday or another date which would be communicated in advance.)



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**Manitoba Provincial Nominee Program – Business (MPNP-B)**

**Exploratory Visit Applicant Information Form**

**Principal Applicant Information**

Applicant Full Name (as shown in your passport or travel document)		Applicant Residential Address: Street:	
Family Name			
Given Name			
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female	City, Province:	
Date of Birth	dd / mm /year	Country:	Post Code:
Applicant Phone Number: (must be applicant's direct contact number)			
Home:	( ) ( ) _____	Fax:	( ) ( ) _____
Cell:	( ) ( ) _____	Email Address:	_____
Work:	( ) ( ) _____		

**Consultant Information (if applicable)**

Company Name:	
Name of Representative:	<input type="checkbox"/> CSIC Member <input type="checkbox"/> Friend <input type="checkbox"/> Lawyer <input type="checkbox"/> Family Member
Mailing Address:	
	Postal Code:
Phone:	
Cell:	( ) ( ) _____ Fax: ( ) ( ) _____
Work:	( ) ( ) _____ Email Address: _____

**Family Information**

	Family Member	Family Member	Family Member
Family Name			
Given Name			
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Male <input type="checkbox"/> Female
Date of Birth	dd / mm /year	dd / mm /year	dd / mm /year
Relationship to Applicant			
Current Country of Residence			
Family Name			
Given Name			
Gender	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Male <input type="checkbox"/> Female
Date of Birth	dd / mm /year	dd / mm /year	dd / mm /year
Relationship to Applicant			
Current Country of Residence			

## Resume Template

- Use this as an outline of what information your resume should contain.
- The business and employment history should cover your experience for the last ten years (if applicable).
- Provide additional information (if necessary).

### Principal Applicant Information

(Your Name)  
(Mailing Address)  
(Telephone)  
(Email)

### Education / Training

### Business and Employment History

**Current Company Name:** Shares / Ownership %:  
*Brief information about the business, such as products or services and the number of employees.*

(Your Current Title)  
(month, year – month, year)  
Number of employees that report to you directly  
Your duties and responsibilities:

(Your Previous Title)  
(month, year – month, year)  
Number of employees that report to you directly  
Your duties and responsibilities:

**Previous Company Name:** Shares / Ownership %:  
*Brief information about the business, such as products or services and the number of employees.*

(Your Title #1)  
(month, year – month, year)  
Number of employees that reported to you directly  
Your duties and responsibilities:

(Your Title #2)  
(month, year – month, year)  
Number of employees that reported to you directly  
Your duties and responsibilities:



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## PERSONAL NET WORTH STATEMENT

Personal Net Worth Statement of: \_\_\_\_\_  
Name of Principal Applicant

A complete and current statement of your total personal net worth is required, with figures shown in Canadian dollars. All assets and liabilities must be identified. However, do not include personal items such as jewelry, furniture, and personal vehicles. Personal financial information will remain confidential.

All assets listed must be in your name, or that of your spouse. The source of any funds or assets in your possession for less than one year must be identified. Proof of ownership of bank accounts, securities, investment accounts, stocks and bonds must be provided for the last twelve (12) months.

All property identified below must be supported by valuation reports and current records from a Land Titles Office or a municipal office showing legal ownership of all of the property listed.

Joint ownership of any assets MUST be identified and only your share, or that of your spouse, must be listed on the Personal Net Worth Statement.

Failure to provide the information as requested may result in a decline of your application for an Exploratory Visit to Manitoba.

### ASSETS

#### 1. BANK DEPOSITS (Use a separate page if necessary)

CURRENT AND SAVINGS ACCOUNTS (Specify currency and principal applicant/spouse's share only)				
Date opened			Account Number	Current Balance
Day	Month	Year		
TOTAL CDN\$				

FIXED DEPOSITS (Specify currency and principal applicant/spouse's share only)						
Date of initial deposit			Maturity Date			Current Balance
Day	Month	Year	Day	Month	Year	
TOTAL CDN\$						

#### 2. PROPERTY (Use a separate page if necessary)

Complete Address (According to supporting documents)	Year Purchased	Mortgaged (✓)		Purchase Price	Estimated current market value (Specify currency and principal applicant/spouse's share only)
		Yes <input type="checkbox"/>	No <input type="checkbox"/>		
TOTAL CDN\$					

#### 3. PUBLICLY TRADED STOCKS AND OTHER PASSIVE INVESTMENTS (Use a separate page if necessary)

Description	Quantity	Amount (Specify currency and principal applicant/spouse's share only)
TOTAL CDN\$		

**4. BUSINESS (Use a separate page if necessary)**

Name of Business	% owned	Current book value (Specify currency and principal applicant/spouse's share only)	Estimated current market value (Specify currency and principal applicant/spouse's share only)
<b>TOTAL CDN\$</b>			

**5. OTHER ASSETS (Use a separate page if necessary)**

Description	Amount (Specify currency and principal applicant/spouse's share only)
<b>TOTAL CDN\$</b>	

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**LIABILITIES**

**6. MORTGAGES (Use a separate page if necessary)**

Complete Address	Current Balance	Amount (Specify currency and principal applicant/spouse's share only)
<b>TOTAL CDN\$</b>		

**7. PERSONAL AND BUSINESS DEBTS (such as Shareholder/Director's loan, Child Support, Alimony) (Use a separate page if necessary)**

Nature of Obligation	Amount (Specify currency and principal applicant/spouse's share only)
<b>TOTAL CDN\$</b>	

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**TOTAL NET WORTH**

<b>Total Assets (1, 2, 3, 4, 5)</b>	<b>CDN \$</b> _____
<b>Less</b>	
<b>Total Liabilities (6, 7)</b>	<b>CDN \$</b> _____
<b>= TOTAL NET WORTH</b>	<b>CDN \$</b> _____