

## **USEFUL CONTACTS AND RESOURCES for obtaining a Work Permit**

### **SERVICE CANADA - EMPLOYER SERVICES**

Role of Agency: Service Canada processes applications from employers for Labour Market Opinions (LMOs) and ensures that all necessary requirements are met. An LMO is an opinion provided by Service Canada to "Citizen and Immigration Canada" (CIC) which assesses the likely impact that hiring the requested foreign worker(s) may have on the Canadian labour market.

Mailing Address Only: #1400 -300 W. Georgia Street, Vancouver, BC V6B 6G3  
Phone: (604)-687-7803 **or** Toll free in BC only 1-888-246-7712  
FAX (604)-666-7731

Relevant Webpages:

- Temporary Foreign Worker Program webpage:  
[http://www.hrsdc.gc.ca/en/workplaceskills/foreign\\_workers/index.shtml](http://www.hrsdc.gc.ca/en/workplaceskills/foreign_workers/index.shtml)
- Hiring Foreign Workers in Entertainment and Film-Related Occupations webpage:  
[http://www.hrsdc.gc.ca/en/workplaceskills/foreign\\_workers/entertainment.shtml](http://www.hrsdc.gc.ca/en/workplaceskills/foreign_workers/entertainment.shtml)
- Temporary Foreign Worker Program - Application Forms and Contracts webpage:  
[http://www.hrsdc.gc.ca/en/workplaceskills/foreign\\_workers/fwp\\_forms.shtml](http://www.hrsdc.gc.ca/en/workplaceskills/foreign_workers/fwp_forms.shtml)

### **CITIZENSHIP AND IMMIGRATION CANADA - TEMPORARY FOREIGN WORKER UNITS**

Role of Agency: The Temporary Foreign Worker Units in Montreal, Calgary and Vancouver, which were established on a pilot basis, guide employers seeking to employ foreign workers through the immigration process and facilitate the entry of workers who are exempted from the Labour Market Opinion (LMO) process.

Address: 1148 Hornby Street, Vancouver, BC, V6Z 2C3  
Telephone: 604 666-7509  
Fax: 604 666-7548  
Email: [TFWU-Vancouver-UTET@cic.gc.ca](mailto:TFWU-Vancouver-UTET@cic.gc.ca)

Relevant Webpages:

- Information for Canadian Employers: Temporary Foreign Workers Units  
<http://www.cic.gc.ca/english/work/employers/tfw-units.asp>
- Guidebook for Employers: How to hire Temporary Foreign Worker (TFW)  
<http://www.cic.gc.ca/EnGLIsh/resources/publications/tfw-guide.asp>

### **CANADA BORDER SERVICES AGENCY**

Border Services officers screen foreign workers at the Port of Entry (POE) at Canadian border crossings and airports to ensure that they meet admissibility requirements before issuing work permits and allowing their entry into Canada. A Border Services officer has the final say on who may enter Canada. Officers can deny entry to a foreign worker if they believe the foreign worker does not meet the requirements of the Immigration and Refugee Protection Act.

Webpages: <http://cbsa.gc.ca/contact/menu-eng.html>