



# **BRITISH COLUMBIA PROVINCIAL NOMINEE PROGRAM (BC PNP)**

## **ENTREPRENEUR IMMIGRATION PROGRAM GUIDE**

### **IMPORTANT**

You must register with the BC PNP if you wish to apply through the Entrepreneur Immigration stream.

Do not submit a registration until you have thoroughly reviewed this Guide.

For more information, please contact:

BC Provincial Nominee Program  
450-605 Robson Street  
Vancouver, B.C. V6B 5J3  
Canada

Telephone: +1 (604) 775-2227  
Fax: +1 (604) 660-4092  
E-mail: [en.imm@gov.bc.ca](mailto:en.imm@gov.bc.ca)  
Website: [www.WelcomeBC.ca](http://www.WelcomeBC.ca)

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## BC Provincial Nominee Program: Entrepreneur Immigration Stream

The BC Provincial Nominee Program (BC PNP) Entrepreneur Immigration stream is for experienced entrepreneurs who are ready to invest in and actively manage a business in B.C.

As of July 2, 2015, the BC PNP has changed the program requirements and process. You must register with the BC PNP if you wish to apply through the Entrepreneur Immigration stream.

### About the Entrepreneur Immigration Program Guide

The BC PNP Entrepreneur Immigration Program Guide provides complete and comprehensive information about the eligibility requirements and process of the program.

This Guide also provides details on how to register with the BC PNP Online system and explains what information you will need to provide.

Please carefully review the information in this Guide before you register to determine your eligibility.

All dollar figures in this Guide are expressed in Canadian dollars.

If you have any questions, please refer to the [frequently asked questions](#) section on our website.



## ENTREPRENEUR IMMIGRATION REQUIREMENTS

You must meet all of the Entrepreneur Immigration requirements to register with the BC Provincial Nominee Program (PNP). Please note that there are program requirements for each stage of the process including the application and nomination stages.

Please carefully review the requirements in the sections below for complete details.

**It is your responsibility to demonstrate that you meet the program requirements below.**

Meeting the minimum eligibility requirements does not guarantee that you will be invited to submit an application.

A registration in the Entrepreneur Immigration Registration is **not** an application to the Entrepreneur Immigration stream and does not guarantee that you will be invited to apply.

For more information on how registrants will be invited to apply, please refer to the Entrepreneur Immigration Process section of this Guide.

### ***General Nomination Requirements***

#### **Active management:**

- You must demonstrate that you are actively managing the business in B.C.
- Active management means you are accountable for the day-to-day operations of the business. Active management must occur at the place of business in B.C.
- This is a mandatory requirement of the BC PNP and as set out in the [Immigration and Refugee Protection Regulations section 87\(6\)\(c\)](#).
- In order to be nominated, you must demonstrate that you have met this requirement in your Final Report to the BC PNP.

#### **Residency:**

- You must demonstrate that you reside within 100 kilometres of the business you intend to operate in B.C.
- You must also demonstrate that you have been a resident in B.C. for at least 75% of the time while on a work permit. For example, if you submit your Final Report 20 months after arriving in B.C. with your valid work permit, you must demonstrate that you have been physically present in B.C. for at least 15 months while operating your business.
- In order to be nominated, you must demonstrate that you have met this requirement in your Final Report to the BC PNP.

#### **Admissibility:**

In order to be eligible under the Entrepreneur Immigration stream, you must have been lawfully admitted in the country where you currently reside.

In addition, you must not:

- be prohibited from entering Canada
- be or have been in Canada illegally
- have an unresolved refugee claim in Canada
- be under a removal order in Canada

## Personal Requirements

### Personal Net Worth:

In order to register, you must have at least a minimum of \$600,000 in personal net worth. Your personal net worth must be legally obtained and verifiable.

Your personal net worth includes all your assets and those of your spouse or common-law partner, less any liabilities including mortgages and personal debts:

- cash
- assets in bank accounts
- fixed (term) deposits
- real property
- investments in bonds, stocks and mutual funds
- investments in one or more businesses
- pensions and other assets

The [Citizenship and Immigration Canada form Schedule 4A – Personal Net Worth](#) includes details about how to calculate personal net worth: [www.cic.gc.ca/english/pdf/kits/forms/imm0008\\_4Ae.pdf](http://www.cic.gc.ca/english/pdf/kits/forms/imm0008_4Ae.pdf).

Declared net worth must be in your name and/or your spouse's name.

You must have title to any real estate holdings and business ownership.

If you are invited to submit an application, you will be asked to provide supporting documentation to substantiate ownership, or percentage ownership, positions in any business, as well as equity amounts based on current market values less outstanding mortgages or other encumbrances for you and your spouse.

Future inheritances cannot be included in your personal net worth. The share of business or property ownership must be supported by legal documents, such as deeds, shareholder agreements, etc.

Under the Entrepreneur Immigration Registration, points will be awarded for personal net worth. For detailed information on how points are calculated, please refer to the [Scoring section](#) of this Guide.

If you receive an invitation to apply:

- You must obtain a verification report from a BC PNP-qualified supplier. For more information, please refer to [Net Worth Review section](#) of this Guide.
- The verification report will be used as part of the BC PNP application assessment process. Notwithstanding the conclusions of the net worth verification report, the BC PNP has sole discretion and responsibility to assess your BC PNP application and may request additional information, supporting documentation or clarification .
- Failure to provide satisfactory evidence to verify your personal net worth and source of funds may result in the refusal of your application.

For information on what documents you must provide for a Net Worth Review, please refer to the [Entrepreneur Immigration Application Guide, Appendix B](#) available on our website.

### Business and/or work experience:

The BC PNP will assign points for your business and/or work experience from the last 10 years. Registrants must demonstrate they have sufficient knowledge and experience to successfully establish the proposed business in B.C.

To register, you must have a minimum of:

- more than three years of experience as an *active business owner-manager*, or
- more than four years of experience as a *senior manager*, or
- a combination of at least one year of experience as an active business owner-manager and at least two years of experience as a senior manager.

**Business Experience as an Active Owner-Manager (business ownership of 10% or more):** If you have performed an active role in the management and operations of a company for which you have held 10% or more ownership during the past 10 years.

**Work Experience as a Senior Manager (no business ownership, or business ownership of less than 10%):** If you have worked during the past 10 years for a company/organization as an active senior manager supervising at least three full-time employees.

An active role means that you are personally involved in the day-to-day operations of the company and have direct involvement in decision-making.

To register, you must indicate the industry sector code(s) and occupation code(s) that best relate to your experience:

- To identify the industry sector, please refer to the North American Industry Classification System (NAICS): [www23.statcan.gc.ca/imdb/p3VD.pl?Function=getVD&TVD=118464](http://www23.statcan.gc.ca/imdb/p3VD.pl?Function=getVD&TVD=118464).
- To identify the occupation and associated skill level, please refer to the [National Occupational Classification \(NOC\) system](#).

Under the Entrepreneur Immigration Registration, points will be awarded for business ownership and work experience. For detailed information on how points are assigned, please refer to the [Scoring section](#) of this Guide.

If you are invited to apply, you must provide evidence of your reported business and/or work experience. For information on documents required at the application stage, please refer to the [Entrepreneur Immigration Application Guide](#) on our website.

### **Adaptability Factors:**

The BC PNP will consider adaptability factors and assign points for these factors as part of the registration score. The adaptability factors are not mandatory requirements of the BC PNP but are indicators to support your likelihood of economic establishment in B.C.

Under the Entrepreneur Immigration Registration, points are awarded for each of the adaptability factors, which includes a minimum point total for the section. For detailed information on how points are assigned, please refer to the [Scoring section](#) of this Guide.

#### **English language proficiency:**

English language is NOT a mandatory requirement of the BC PNP Entrepreneur Immigration stream. However, points are assigned for self-declared English language proficiency.

To register, you must indicate your current level of English language proficiency.

Evidence of language proficiency, such as test scores, is NOT required when you register. If you are invited to apply, you may be required to provide evidence of language proficiency.

For the purposes of determining your current level of English language proficiency, you may wish to refer to the Centre for [Canadian Language Benchmark's](#) publication, [Canadian Language Benchmarks: English as a Second Language for Adults](#).

**Education:**

You must provide information on your highest level of education completed.

To register, you must have one of the following:

- A minimum of two-years of post-secondary education, or
- Experience as an *active business owner-manager* with 100% ownership of the business for at least three of the past five years.

If you are invited to apply, you will be required to provide evidence of your education, and you may be required to provide an education credential assessment.

**Previous visit(s) to B.C.:**

If you have previously visited British Columbia, you must provide details of your visits, including cities/municipalities visited, and the dates when you entered and exited B.C. If you are invited to apply, you will be required to provide evidence of your previous visit(s) to B.C.

**Age:**

While the BC PNP does not have any age requirements or age limit, your age will be assigned points under the Entrepreneur Immigration Registration.

**Canadian experience:**

The BC PNP will assign points if you possess any of the following experience obtained in Canada within the last 10 years:

- **Canadian, full-time work experience:** You have legally worked in Canada for at least 12 consecutive months in any occupation, which may include the active management of a business under your ownership in Canada.
- **Full-time studies in Canada:** You have legally studied in Canada under a secondary or post-secondary program for at least 12 consecutive months (including scheduled breaks such as winter and summer breaks and holidays – a minimum of two consecutive semesters).
- Points will not be assigned for language training such as English as a second language.

If you are invited to apply, you will be required to provide evidence of your Canadian experience.

For information on required documents for a complete application please refer to the [Entrepreneur Immigration Application Guide](#) on our website.



## ***Business Requirements***

Your BC PNP registration must include a short business concept that will be assigned points based on proposed commercial viability, transferability of applicant skills, and economic benefits. For details, please refer to the [Scoring section](#) of this Guide.

If you are invited to apply, you will be required to submit a comprehensive business plan including pro-forma financial statements. The personal and business requirements remain the same for both the registration and application.

For more information on required documentation for an application, please refer to the [Entrepreneur Immigration Application Guide](#) on our website.

### **Eligible Businesses**

The BC PNP will only consider registrations to establish or purchase and improve a business that contributes to the economic growth of the Province.

The proposed business must be operated for the primary purpose of earning profits by providing products and/or services. Additionally, the business must have strong potential for sustained commercial success.

*The BC PNP does not pre-approve or endorse business proposals.*

The BC PNP will consider registrations to establish a new business, purchase an existing business, form a partnership with an existing business, and partner with a local or foreign entrepreneur to establish a new business.

You must decide on a specific type of business you intend to establish or purchase in B.C. *before* you register.

You cannot change your business proposal after you submit your registration.

To determine eligibility of your business proposal, the BC PNP will consider the following factors:

#### **Commercial Viability:**

- *Business model:*
  - You must describe how your proposed business will generate revenue and profit, and how the business will have the potential for sustained commercial success under your management.
- *Minimum ownership percentage:*
  - You must demonstrate you will own at least one-third (33.3%) of the business in B.C., or
  - If your personal equity investment is at least \$1,000,000, you may own less than one-third (33.3%) of the business pursuant to the [Immigration and Refugee Protection Regulations section 87\(6\)\(b\)\(ii\)](#).
- *Market:*
  - You demonstrate a market entry strategy to show how your proposed business will be successful in British Columbia. If you are planning to purchase an existing business, you must be able to demonstrate how the business will grow and expand under your management.
- *Products/services:*
  - You must describe the types of products and/or services that will be offered, or that are currently offered if you are purchasing an existing business. Describe the uniqueness of the product(s) and/or service(s).
- *Reasonable proposed investment and job creation figures:*

- The BC PNP will assign points for the proposed investment and job creation in your registration, and, if you are invited to apply, will evaluate these elements of your application. The reasonableness of your proposed investments and job creation figures will be based on the type and scope of the proposed business, the market, the proposed products and/or services, the business model, and the industry standard.
- *Risk factors:*
  - The BC PNP will consider the potential for any risk factors of your proposed business and your ability to address these risks, including but not limited to whether you are proposing external financing, or whether you are proposing to invest more than 50% of your personal net worth.

In addition to the above, for the purchase of an existing business, including partnerships:

- *Expansion plan (existing business):*
  - If you plan to purchase an existing business, you must identify how you will improve, upgrade and/or expand the existing business. This may include creating new employment, investing in improvements and/or upgrades to the business, introducing new products and/or services, etc.

For more information on expansion requirements, please refer to the [Minimum Investment Requirements section](#) below.

- *Financial stability (existing business):*
  - If you plan to purchase an existing business, you must be able to demonstrate that the business is a going concern, that it can sustain additional expenses and investments, how the business will generate a profit, and how the workforce will be expanded.

### **Transferability of Skills:**

In addition to your business and/or work experience, the BC PNP will consider your transferable skills. Transferable skills are assessed by considering the similarity of the occupation and industry of your business/work experience to that of your proposed business in B.C..

- To identify the industry sector, please refer to the [North American Industry Classification System \(NAICS\)](#).
- To identify the occupation and associated skill level, please refer to the [National Occupational Classification \(NOC\) system](#).
- You will be assigned points for your transferable skills at the registration stage, and if you are invited to apply, the BC PNP will assess your transferable skills at the application stage.

### **Economic Benefits:**

The BC PNP will review and assign registration points for the following factors used to demonstrate the economic benefits of the proposed business in B.C.

- *Location:*  
The location of the proposed business based on population sizes and [B.C.'s Regional Districts](#).

BC PNP is focused on attracting investment to regional communities and under the Entrepreneur Immigration Registration, higher points are awarded for proposed investments in smaller communities. For details on how points are assigned, please refer to the [Scoring section](#) of this Guide.

- *Key Sectors:*  
The industry sector of the proposed business.

Key sectors that are considered and eligible for additional points are listed under [BC's Jobs Plan](#).

- **Significant Economic Benefits:**  
Other significant economic benefits that the proposed business may demonstrate:
  - adopting new technology
  - developing new products and services
  - developing innovative approaches to traditional businesses
  - increasing value added manufacturing or processing
  - increasing exports
  - increasing “destination tourism”
    - “destination tourism” refers to businesses that target tourists directly where its business is primarily focused on tourist attraction rather than potential spin-off activities from the tourism industry
  - increasing research and development, and technology commercialization
  - providing products or services to an under-served local or regional market
  - transferring technology and specialized knowledge to B.C.

### Franchises:

Franchises may be considered as eligible businesses if you can demonstrate that the proposed franchise is well-established

If invited to apply, your application must include evidence that you are eligible to purchase and operate a franchise location by the franchisor.

The BC PNP will only consider the purchase of an existing franchise location as an eligible business if it includes an expansion plan that is consistent with franchisor requirements.

### Ineligible businesses:

The following types of businesses are ineligible under the BC PNP:

- an immigration-linked investment scheme pursuant to [Immigration and Refugee Protection Regulations section 87\(5\)\(b\)](#) and as defined in *IRPR* 87(9)
- any business where the terms of investment include a redemption option pursuant to *IRPR* 87(6)(d)
- bed and breakfasts, hobby farms and home-based businesses
- pay day loan, cheque cashing, money changing and cash machine businesses
- pawnbrokers
- scrap metal recycling
- coin-operated laundries
- automated car wash operations
- businesses selling used goods (excluding collectibles, or businesses that provide value-added services such as repairs, refurbishing or recycling)
- real estate development/brokerage, insurance brokerage or business brokerage
- businesses involved in producing, distributing or selling pornography or sexually explicit products or services, or providing sexually oriented services
- any other type of business that by association would tend to bring the BC PNP or the Government of British Columbia into disrepute

Your registration will not be accepted if you propose an ineligible business.

The BC PNP may not consider registrations for businesses proposed in locations that are saturated by similar businesses. The following examples are business activities that may not offer significant economic benefit if the local market is already well-served:

- convenience stores
- DVD rental stores
- gasoline service stations

- personal dry cleaning services
- tanning salons

Under the Entrepreneur Immigration Registration, points will be awarded for your Business Concept. For detailed information on how points are assigned, please refer to the [Scoring section](#) of this Guide.

## Minimum Investment Requirements

### Eligible Investment

Under the Entrepreneur Immigration Registration, points are assigned for this section according to total proposed eligible investment. Meeting the minimum eligible investment requirements does not guarantee that you will be invited to apply or be approved as a Provincial Nominee – only the highest-scoring registrants are invited to apply.

In order to register, you must demonstrate that you will make an **eligible personal investment** of at least \$200,000 in the proposed business.

The minimum eligible personal investment of \$200,000 must be derived from your personal net worth.

“Eligible Personal Investment” is the minimum required investment of eligible expenditures as described below.

If you are proposing a Key Staff member, you must demonstrate that you will make an eligible personal investment of at least \$400,000. For more information, please refer to the [Key Staff Requirements section](#) below.

Typical eligible expenditures include:

- purchase of existing business assets (including inventory) or equity
- new equipment purchases
- start-up inventory or new inventory related to an expansion plan
- leasehold improvements
- new marketing costs
- operating expenses

Total investment is not the same as *eligible* investment under the BC PNP. Eligibility of a proposed investment is determined by whether the expenditure is deemed essential to establish and operate a new business or to purchase, improve and operate an existing business. Some investment items may not be eligible while others may be eligible with limitations. For example:

- *Purchase of existing business (may include eligible real estate – see below):*
  - The BC PNP may consider as eligible investment the lesser of the total business purchase price or \$150,000.
  - You must commit to make an eligible investment of *at least* \$50,000 to improve, upgrade and/or expand the business.
  - Eligible investments toward improving, upgrading and/or expanding a business may include new capital purchases and equipment, leasehold improvements, introduction of new technology, job creation, etc.
  - Improvement/expansion does not include regular operating expenses such as recurring inventory, wages, rent, utilities, or maintaining the same levels of marketing or advertising expenses, legal or professional fees, business licences, etc.

The BC PNP discourages all registrants and applicants from making any investment prior to signing a [Performance Agreement](#) with the BC PNP and obtaining a valid work permit from Citizenship and Immigration Canada (CIC). Signing an agreement to purchase a business and/or making a deposit is solely at your own risk.

- *Purchase of real estate :*

The BC PNP will not consider real estate as an eligible investment unless you can demonstrate that the real estate is essential to the business. In which case:

  - The BC PNP may consider as eligible investment the lesser of the total purchase price of the real estate or \$150,000.

- You must make an additional eligible investment of *at least* \$50,000.
- Eligible investment to meet the minimum \$50,000 requirement can include capital purchases and equipment, leasehold improvements, introduction of new technology, creation of new jobs, etc. It cannot include regular operating expenses such as inventory, wages, rent, utilities, or business licences, etc.
- *Purchase of a business vehicle:*

The BC PNP will not consider the purchase of a vehicle as an eligible investment unless you can demonstrate that the vehicle is essential to the business. In which case:

  - The BC PNP may consider as eligible investment a maximum of \$25,000 for the purchase of a business vehicle.
- *Inventory:*
  - For the establishment of a new business:

The BC PNP may consider a reasonable amount of start-up inventory. The reasonableness of the start-up inventory is based on the industry, type of products, and size and scope of the proposed business. No more than *three* months of start-up inventory will be eligible.
  - For the purchase and improvement/expansion of an existing business:

The BC PNP may consider a reasonable amount of up to three months of new inventory related to the improvement and expansion plan where a new product is to be sold. The new product must be substantially different than the type of products already sold by the business.
- *Operating expenses:*

Operating expenses refers to regular, recurring monthly expenses such as rent, wages and salaries, utilities, etc. The BC PNP may consider eligible operating expenses in the following circumstances:

  - For the establishment of a new business:

A maximum of *six* months of operating expenses.
  - For the purchase of an existing business:

A maximum of *three* months of operating expenses.
  - For the establishment of a new franchise location:

A maximum of *three* months of operating expenses.

Operating expenses, as recurring expenses required for the business to operate, may **not** form part of the required eligible personal investment for improvement, upgrading and/or expansion of the business.

For the purchase of an existing business:

- In addition to the purchase of the business, you must invest *at least* \$50,000 to improve, upgrade and/or expand the business.
- If the total purchase price of the business is less than \$150,000, the remaining balance of the eligible investment may be made up of other investments such as a maximum of three months of operating expenses.

For example, if the purchase price of the business is \$100,000, and you invest \$60,000 to improve and upgrade the business, the BC PNP may consider up to three months of operating expenses in addition to any other investments to make up the \$40,000 difference.

### *Ineligible Investments*

The following are not considered eligible investments:

- “Cash” and “working capital”.
- Wage payments made to yourself and your family members, if applicable.

### **Timing of your investment:**

The BC PNP will **not** consider as eligible any investment made prior to the date you are invited to apply. There is no guarantee you will be invited to apply.

The BC PNP discourages all registrants and applicants from making any investment or financial commitment prior to signing a [Performance Agreement](#) with the BC PNP and obtaining a valid work permit from Citizenship and Immigration Canada (CIC). Any investment made prior to obtaining approval and a valid work permit is solely at your risk. BC PNP offers no guarantee that your registration will be selected or that your application will be approved.

The BC PNP does not require that you sign a purchase agreement or memorandum of understanding if you are purchasing an existing business. Any agreement you sign is solely at your risk.

**External financing:**

BC PNP requires that you make the minimum eligible personal investment from your personal funds. However, you may also use external financing from a business partner or financial institutions.

If external financing is a requirement of business operations, you must identify how you will obtain the financing and how it will be applied in your proposed investment.

## Job Requirements

### Minimum Job Creation Requirements:

Under the Entrepreneur Immigration Registration, points will be awarded for this section. For detailed information on how points are assigned, please refer to the [Scoring section](#) of this Guide.

When you register, you must demonstrate that you will create *at least* one permanent new full-time equivalent job for a Canadian citizen or permanent resident of Canada in the proposed business. You must also demonstrate the likelihood of supporting long-term employment of Canadians or permanent residents of Canada in the proposed business.

Job creation requirements differ for applicants who proposed to include a Key Staff member. Please refer to the [Key Staff Requirements section](#) below.

A full-time equivalent (FTE) job means a position of at least 30 hours per week worked by one or more employees under continuous employment.

Independent contractors will not be considered as part of your job creation requirements – only direct employees of the proposed business will be considered. Employees must work at the primary place of business and not remotely. Employment in British Columbia is regulated by the *Employment Standards Act*. For more information, please visit: [www.labour.gov.bc.ca/esb/facshts](http://www.labour.gov.bc.ca/esb/facshts).

### Determining the skill level of positions:

When determining the position(s) to be created, please refer to the [National Occupational Classification \(NOC\)](#) system.

Proposed wages for the employees must be consistent with the skill level of the positions created.

For information on average wages, please refer to information on [Work BC](#).

### Job Maintenance Requirements *(if purchasing an existing business)*

Under the Entrepreneur Immigration Registration, points will be awarded for this section. For detailed information on how points are assigned, please refer to the [Scoring section](#) of this Guide.

In addition to the job creation requirements listed above, if you are proposing to purchase an existing business, you must commit to maintain the number of existing jobs in the business, and pay your employee(s) a wage that is commensurate to their skill level.

For information on average wages, please refer to information on [Work BC](#).

Failure to maintain the existing jobs may result in your refusal at the nomination stage.

### Requirements at nomination stage:

In order to be approved for nomination, you must demonstrate that you have consistently employed the required number of full-time equivalent jobs for at least six months before submitting your [Final Report](#).



## Key Staff Requirements (if applicable)

### About Proposing a Key Staff:

If you meet the requirements below, you may propose one Key Staff member whose expertise is essential to the success of your proposed business. The Key Staff member will be eligible to apply for a work permit to work for you in B.C. during the business establishment period and may also be eligible to be nominated for permanent residence if you meet the performance expectations of your [Performance Agreement](#).

The Key Staff must demonstrate education and experience consistent with the proposed occupation in B.C. as a senior manager, professional or technical position related to the proposed business.

### Your requirements for Proposing one Key Staff:

- As the employer of the Key Staff, you must demonstrate a rationale for a Key Staff in relation to the domestic labour market - that a Canadian or permanent resident would not be able to perform the proposed duties.

If you fail to demonstrate that the Key Staff is essential to establishing or operating and expanding your business, the proposed Key Staff will be refused.

- Eligible personal investment:  
If you are proposing one Key Staff, you must demonstrate that you will make an eligible personal investment of at least \$400,000.

For the purchase of an existing business:

- The amount of eligible investment that can be applied to the purchase of an existing business is the lesser of the total purchase price or \$300,000.
- You must invest at least \$100,000 towards the improvement, expansion, and/or upgrades to the existing business.

- Job creation:  
If you are proposing a Key Staff, you must demonstrate that you will create three new full-time equivalent positions for Canadian citizens and/or permanent residents of Canada.

If you are purchasing an existing business, you must maintain the number of jobs as described above, and create three new full-time equivalent positions.

### Requirements for Key Staff:

- General Requirements:
  - The Key Staff must have worked with you, the Applicant, in a senior position for at least one year out of the last three years, and have a critical skill set for the proposed B.C. business.
  - The proposed position the Key Staff will fill must fall under the [National Occupational Classification \(NOC\)](#) system as skill level 0 or A.
  - If education and work experience are not specifically identified in the proposed position in B.C., the Key Staff must possess a minimum of two-years post-secondary education.
  - The wage offered must be equal to or greater than the median for that occupation in B.C. For information on average wages, please refer to information on [Work BC](#).
- If you are invited to apply:
  - The Key Staff must demonstrate relevant experience that is transferable and essential to the proposed business in B.C.
  - The Key Staff may be required to attend an [in-person interview](#) at the BC PNP offices in Vancouver.
- In order to be approved for nomination:
  - The Key Staff must not hold any ownership of the proposed business.

- Equity ownership may be offered as part of the remuneration package but it must be specified in the employment contract, and, in which case, it must be less than 10%.
- The Key Staff must meet the requirements listed in the [General Nomination Requirements section](#) above regarding active management, residency, and admissibility.
- The Key Staff must have been performing the duties of their position as described in the [Performance Agreement](#) at the place of business in B.C.

### ***Partnership with a Co-Registrant (if applicable)***

You may choose to partner with another registrant under one business proposal.

Each co-registrant should have worked together either in the same business or demonstrate a prior business relationship.

Each co-registrant must meet the individual eligibility requirements listed in the Entrepreneur Immigration Program Guide in order to be entered into the selection pool.

Co-registrant scores will be adjusted to match the lowest score from the co-registrants:

- For example, two registrants may choose to partner under one business proposal and may individually score 154 and 112 under the Entrepreneur Immigration Registration. For the purposes of selecting registrants from the pool to invite them to submit applications, the partnership scores will be adjusted so that each co-registrant scores 112 points.

If the co-registrants are invited to apply, each application will be assessed separately. There is no guarantee that either or both of the co-applicants will be approved.

Each co-registrant must ensure they provide complete information on their background and work experience, their business proposal, as well as provide the rationale for partnering in the proposed business.

If you have any questions, please refer to the [frequently asked questions](#) section on our website.

## ENTREPRENEUR IMMIGRATION PROCESS

The BC Provincial Nominee Program (BC PNP) has introduced an online registration process for individuals interested in the Entrepreneur Immigration stream.

This section of the Guide details the registration and application process with the BC PNP.

The BC PNP process involves three main steps before you can apply for permanent residence:

- 1. Preparation Before you Register**
  - Business research
  - B.C. Regions and Regional Districts
  - Purchasing an existing Business
  - Online resources
- 2. Registering with the BC PNP**
  - Creating your Profile
  - How to Register
  - Scoring
  - Final Scoring and the Selection Pool
  - Invitation To Apply

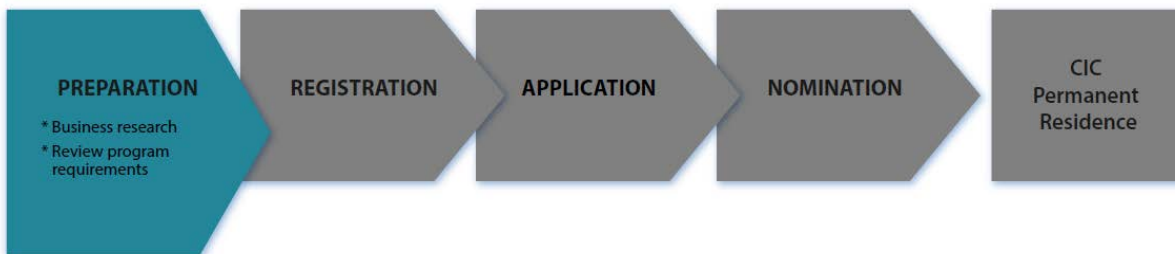
### Review of Personal Net Worth

- 3. Applying to the BC PNP**
  - Submit Application
  - Interview
  - Performance Agreement
  - Work Permit
- 4. Nomination**
  - Arrive in B.C.
  - Building your Business
  - Submitting your Final Report
  - Being Nominated

### After Nomination: Applying For Permanent Residence



## Preparation Before You Register



### Preparation and business research

Please take the time to carefully review the program requirements detailed in this Guide.

We encourage you to make an exploratory visit to B.C. to learn more about opportunities and the local business environment before you register.

During your visit, you can:

- investigate and evaluate potential business opportunities
- make local business contacts
- learn more about what it's like living and doing business in B.C., and gain a better understanding of our health care and education programs, housing, culture, recreation opportunities, and lifestyle

If you require a visitor visa (Temporary Resident Visa) to travel to Canada, you must apply to a Canadian visa office or online: [www.cic.gc.ca/english/information/applications/visa.asp](http://www.cic.gc.ca/english/information/applications/visa.asp).

The BC PNP will not provide a letter of support for you to obtain a Temporary Resident Visa to conduct an exploratory visit to B.C.

### B.C. Regions and Regional Districts

Each of B.C.'s regions offers different key industries, business opportunities, demographics, and lifestyle opportunities. We encourage you to explore B.C.'s regions to find the best place for you.

B.C.'s Communities: <https://tools.britishcolumbia.ca/Invest/Pages/SearchProfiles.aspx>

B.C.'s Regions: [www.welcomebc.ca/Live/about-bc/regions.aspx](http://www.welcomebc.ca/Live/about-bc/regions.aspx)

Industry Sectors: [www.britishcolumbia.ca/invest/industry-sectors.aspx](http://www.britishcolumbia.ca/invest/industry-sectors.aspx)

Reference Maps: [www.bcstats.gov.bc.ca/statisticsbysubject/geography/referencemaps/rds.aspx](http://www.bcstats.gov.bc.ca/statisticsbysubject/geography/referencemaps/rds.aspx)

### Purchasing an Existing Business

If you are interested in purchasing an existing business in British Columbia, you must conduct your own due diligence to determine whether the business meets eligibility requirements.

The BC PNP discourages potential registrants and applicants from making any investments or financial commitments prior to signing a [Performance Agreement](#) with the BC PNP and obtaining a valid work permit from Citizenship and Immigration Canada. Any investment made before you obtain a valid work permit is solely at your own risk. The BC PNP does not guarantee that your registration will be selected or that your application will be approved.

## Online resources

You may also want to explore the following online resources to learn more about our province:

[Welcome BC](#): Learn about living, investing, working and studying in B.C. as an immigrant to Canada.

[Small Business BC](#): This resource centre has information, products, services and support for entrepreneurs at every stage of business development.

[Trade and Invest BC](#): Learn about the many opportunities to invest in high growth businesses, discover B.C.'s innovation clusters, connect to B.C.'s businesses and communities, and explore B.C.'s unique lifestyle.

[Doing Business in British Columbia](#): A detailed guide on how to establish a business in B.C. as well as information you may want to consider before you develop your business concept.

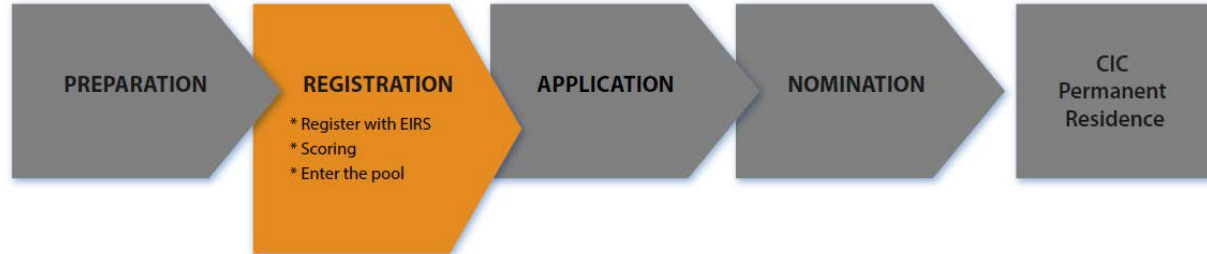
[Hello BC](#): British Columbia's official tourism website, with suggestions on things to see and do, places to stay and information on how to get around.

[BCEDA](#): Learn more about the role of economic development in the regions. You may refer to the directory of BCEDA members for specific industry information for a particular B.C. community:

[www.bceda.ca/content/members](http://www.bceda.ca/content/members).

You may also refer to the Business Improvement Association of BC website at [www.bia.bc.ca/index.php](http://www.bia.bc.ca/index.php), and the B.C. Chamber of Commerce website at <http://bccc.bcchamber.org/list/mapview?c=189>.

## Registering with the BC PNP



### What is the Entrepreneur Immigration Registration?

The Entrepreneur Immigration Registration is an online registration process that is the first step to immigrating to British Columbia as an immigrant entrepreneur. As it is a points-based system, you will receive a score based on the information you provide.

Your score will determine whether you will receive an invitation to apply under the BC PNP Entrepreneur Immigration stream.

### How does it work?

You must create an online profile and complete all of the sections, including a short business concept.

You will automatically be assigned points for each section when you submit your registration, except the Business Concept section. Your responses to the [Business Concept](#) section are assessed and scored by the BC PNP within four weeks. The BC PNP will verify the scoring in all sections to finalize your registration score.

If you meet the minimum points requirement for each of the sections, you will be entered into a selection pool. You will remain in the pool for a maximum of six months.

The BC PNP will regularly draw the highest-scoring registrants and invite them to submit a full application. More information about the invitation to apply process can be found in the [Invitation to Apply section](#) below.

Please carefully review the program requirements before completing your registration.

### What else should I know?

- The BC PNP reserves the right to make changes to the Entrepreneur Immigration Registration without prior notice, including changes to the score grid, the minimum total required in each section, the expiry of registrations in the selection pool, and the number and frequency of registrants invited to apply. Please check our [website](#) to ensure you are using the most up-to-date version of this Guide.
- A registration into the Entrepreneur Immigration Registration is **not** an application to the Entrepreneur Immigration stream or a guarantee that you will be invited to submit an application.
- There is a non-refundable registration fee of \$300.
- The BC PNP will only accept a maximum of 200 registrations per month.
- You do not need to submit attachments with your registration, unless you are using the services of an immigration representative. If you choose to use the services of an immigration representative, you must upload a scanned copy of the [Use of a Representative form](#) available on our website.
- You are not able to make changes or edit any information once the registration is submitted.

- If you wish to cancel your registration, please [contact the BC PNP](#).
- Your registration is valid for six months from the date you receive your total registration score. If you do not receive an invitation to apply before your registration expires, it will no longer be valid. You may then create and submit a new registration.
- The number of invitations and frequency of draws will be determined by the BC PNP's processing capacity and is subject to change. Please check our [website for information on the most recent invitations](#).
- Your registration will be assessed according to the program requirements applicable at the time of submitting your registration.
- The BC PNP will verify the information you provide in your registration and may adjust your score if necessary.
- We may refuse your application if the information in your registration is different from what you submitted in your application.

### Creating your Profile

In order to register, you must create a profile with BC PNP Online. This includes your email and home address, telephone number and passport information as well as security questions and password. You will receive an email from the BC PNP asking you to confirm your email address and password.

You are responsible for updating your contact information in your profile and ensuring that it is current and up to date.

Once you have completed your profile, click on the "Entrepreneur Immigration stream" button to continue the registration process.

### Filling out the Registration Form

When you click on the Entrepreneur Immigration stream, you will be directed to *My Dashboard*, where you can complete your registration.

The registration requires you provide information in all sections, which are listed as tabs across the top of *My Dashboard*.

You are able to copy and paste from another program into text fields. Tables requiring numbers will automatically calculate totals.

The system will save your information when you click on any tab and when you click the "Next" or "Previous" buttons.

### Submitting your Registration

When you complete the submit tab, which contains the declaration and confirmation for you and your spouse, and select the "Submit this registration form", the system will calculate your section scores, based on the information you provided. The [Business Concept](#) section will be scored separately by BC PNP.

The legal declaration in the online registration or application is your legal signature. If you choose to use an immigration representative, you must still type in your name and select the "submit this registration form."

For more information, please refer to the [Using a Representative section](#) below.



If your scores in each section meet the minimum eligibility scores, you will be directed to the electronic payment system to pay the \$300 non-refundable registration fee.

Your registration will only be submitted to the BC PNP after you have paid the registration fee. You will receive a fee payment receipt and acknowledgment.

The BC PNP will assign points to your Business Concept score and provide you with a total score within four weeks. If you are entered into the selection pool, you will receive an email notification. An update of your final registration score will appear in *My Dashboard*.

### Tips and Information

- You do not need to complete the registration in one session. You may return to your registration as often as needed. Inactive profiles and registrations will be deleted after 30 days.
- If you do not meet the minimum eligibility score, you will be directed to *My Dashboard*. Any sections where you did not meet the minimum score or sections where there was an error will be highlighted in red. You may return to the section and correct any errors.
- Information on the minimum scores is detailed in the [Scoring section](#) below.
- Once you have paid the fee you are not able to make changes or edits other than your profile information.

If you have any questions, please refer to the [frequently asked questions](#) section of our website.

## Scoring

Your registration will be scored based on the information you provide. The grid below outlines how your score will be calculated.

Each section of the registration has a minimum eligibility score. You must meet the minimum scores in each section to be entered into the selection pool.

The maximum score available is 200.

Scoring Sections	Points
1. Experience	<b>24</b>
2. Net worth	<b>12</b>
3. Personal investment	<b>30</b>
4. Jobs	<b>36</b>
5. Adaptability	<b>18</b>
6. Business Concept	<b>80</b>
<b>TOTAL POINTS AVAILABLE</b>	<b>200</b>

### Experience

You will receive points based on your business ownership and/or senior management work experience.

You must provide details of your business/work experience for the last 10 years. Do not duplicate the details of your experience in both sections. For example, if you owned 100% of a business but you also worked at the business as the General Manager, you may only select Business Owner-Manager Experience.

The transferability and relevance of your background to your proposed business in B.C. will be assessed as part of the BC PNP scoring of your [Business Concept](#).

The [Program Requirements section](#) of this Guide details how your business and work experience will be assessed.

Experience	Total Duration	Points
<b>Business Owner-Manager Experience</b>	Less than 12 months	0
	12 to 24 months	4
	25 to 36 months	6
	37 to 48 months	12
	49 to 60 months	15
	61 months or more	20
<b>Senior Manager Work Experience</b>	Less than 24 months	0
	24 to 48 months	4
	49 to 60 months	8
	61 months or more	12
The maximum score available for this section is 24.		
You must score at least 8 points to meet the minimum requirements for this section.		

## Net Worth

You will receive points based on your total net worth including that of your spouse or common-law partner, if applicable.

The [Program Requirements section](#) of this Guide details how your personal net worth will be assessed.

You will have to provide information on the following:

### *Current Assets:*

- bank deposits (e.g., personal chequing and savings accounts)
- liquid investments (e.g., stocks, bonds, term deposits redeemable/cashable within one year)
- other liquid assets (you must specify)

### *Other Assets:*

- real property (e.g., real estate, personal and commercial property ownership)
- business ownership (current value of your percentage ownership in business(es), excluding stocks held in investment portfolios that have been included under liquid investments above)
- pension funds and other assets (you must specify)

### *Liabilities:*

- real property mortgage
- other debts (e.g., personal loans, credit card debt)

Personal Net Worth		Points
Your total current assets (cash and liquid funds)	Less than \$50,000	0
	\$50,000 to \$199,999	1
	\$200,000 to \$399,999	3
	More than \$400,000	6
Your <i>total personal net worth</i>	Less than \$600,000	0
	\$600,000 to \$799,999	1
	\$800,000 to \$1,999,999	3
	\$2,000,000 to \$4,999,999	5
	\$5,000,000 or more	6
The maximum score available for this section is 12.		
You must score at least 1 point to meet the minimum requirements for <i>total personal net worth</i> .		

## Personal Investment

You will receive points based on your proposed eligible personal investment for the business.

You will be required to include proposed *total investment* and *eligible investment* for your proposed investments.

Under the Entrepreneur Immigration Registration, typical investment items are included in a pre-filled table. For any investment items that are not applicable to you, insert a “0” in the investment column and a “N/A” in the description column. You may also add investment item fields to the table by clicking “Other”.

The following sample items are provided in the pre-filled table:

- purchase of existing business assets
- new equipment purchases
- start-up inventory or new inventory related to an expansion plan
- leasehold improvements
- new marketing costs
- operating expenses
- additional investment items, if necessary

The BC PNP will verify the eligibility of your proposed investment and may adjust your score accordingly.

If you are proposing a [partnership with a co-registrant](#), you must include the names of each partner with your registration.

If you intend to use external financing, you must indicate the source of the investment and the amount.

The [Program Requirements section](#) of this Guide details how your proposed investments will be assessed.

Eligible Personal Investment	Points
Less than \$200,000	0
\$200,000 to \$399,999	6
\$400,000 to \$999,999	20
\$1,000,000 or more	30
The maximum score available for this section is 30.	
You must score at least 6 points, or 20 points if you are proposing a <a href="#">Key Staff</a> , to meet the minimum requirement for this section.	

## Jobs

You will receive points based on your proposed job creation, and job maintenance if you are purchasing an existing business.

For the proposed business, you must identify the number of full-time equivalent (FTE) positions that will be created, and maintained.

To identify the occupation and associated skill level, please refer to the National Occupational Classification (NOC) system: [www5.hrsdc.gc.ca/NOC/English/NOC/2011/Welcome.aspx](http://www5.hrsdc.gc.ca/NOC/English/NOC/2011/Welcome.aspx).

The [Program Requirements section](#) of this Guide details how your proposed job creation will be assessed.

Number of FTE Job Positions Created <u>and</u> Maintained	Points
Less than 1	0
1	2
2	6
3-4	12
5-6	20
7-8	28
9-10	32
11 or more	36

The maximum score available for this section is 36.

You must score at least 2 points, or 12 points if you are proposing a [Key Staff](#), to meet the minimum requirements for this section.

In addition, you will not qualify if you do not create at least 1 FTE. If you are proposing a [Key Staff](#), you must create a minimum of 3 FTEs.

## Adaptability

You will receive points based on your self-declared adaptability factors.

Language test results or certificates are **not** required with your registration or application, if you are invited to apply.

The [Program Requirements section](#) of this Guide details how your adaptability factors will be assessed.

Factor		Points
English language proficiency	None or minimal, similar to CLB 3 and below	0
	Basic understanding, similar to CLB 4	2
	Intermediate and advanced, similar to CLB 5 and above	4
Education Level	Less than two years of post-secondary education	0
	Two years or more of post-secondary education	3
Age	Less than 20	0
	21 – 39	3
	40 – 60	4
	61 – 64	2
	65 or older	0
Business exploratory visits to British Columbia	No	0
	Yes, 1 or more years ago	1
	Yes, less than 1 year ago	2
Canadian work experience, business experience, or studies from within Canada for at least 12 months	No	0
	Yes	5
The maximum score available for this section is 18.		
There is no minimum required score for this section.		

## Business Concept

You must provide a brief business concept of 1,000 words, but not exceeding 1,500 words, specific to your proposal. The Business Concept may address topics covered in other sections of your registration. Your proposed Business Concept will be evaluated by the BC PNP.

Your business concept must include an overview of the following:

- description of business and its operations
- competitive analysis
- elaboration of proposed investments, and rationale for major investment items
- human resources, including job creation/maintenance details
- your skill set and experience and an assessment of business viability under your management
- your proposed role in the business
- due diligence activities
- potential risk factors

In addition to the above, if you are purchasing an existing business, wholly or partially, please include:

- identify and describe the business, including staffing
- summarize the company's financial performance, with approximate annual revenue, net profit, and total wages paid from the past three years
- comment on business history and financial health
- explain how you established the value of the business
- provide a description and rationale of your expansion plan

Do not include general market research or statistics in your Business Concept.

Your Business Concept will be scored on the following factors:

- commercial viability
- transferability of skills
- economic benefits

For complete information on business requirements, including information about how your Business Concept will be assessed, please refer to the [Program Requirements section](#) of this Guide.

As part of the Economic Benefits factor, points are awarded for the location of the proposed business based on the population sizes of B.C.'s Regional Districts. For up-to-date population statistics, please refer to the [Highlights and Summary Table](#).

Population of BC Regional District	Points
More than 500,000 people	0 points
200,000 to 500,000	1 point
100,000 to 200,000	3 points
70,000 to 100,000	6 points
60,000 to 70,000	8 points
35,000 to 60,000	10 points
Less than 35,000 people	12 points
There is no minimum required score for this part of the Business Concept.	

The maximum score available for this section is 80.

You must score at least 32 points to meet the minimum requirements for this section.

You will be automatically disqualified if you propose an ineligible business in your registration.

## Final Scoring and the Selection Pool

The BC PNP will assign scores to your Business Concept and calculate your final score.

If you qualify for the selection pool, you will receive an email confirmation from the BC PNP.

- You will be able to view your final registration score, including scores for each section, in *My Dashboard*.
- Registrations that meet the minimum points total in every section will be entered into the selection pool.
- Registrations that qualify for the selection pool are valid for up to six months.
- If you are not invited to apply to the BC PNP within six months of qualifying, your registration will expire. At that time, you may submit a new registration to the BC PNP.
- Registrants may only have one active BC PNP registration at any given time.
- If you are proposing a [partnership with a co-registrant](#), the total score of the lowest-scoring registrant(s) will be applied to all co-registrants.

## Invitation To Apply

### Ranking

If you have entered the selection pool, your final registration score will be ranked along with other registrants. Periodically, the BC PNP will invite the highest-scoring registrants to apply to the Entrepreneur Immigration stream.

In the event of a tie, registrants will be ranked according to the scores in the individual sections in the following order:

1. Business Concept
2. Eligible Personal Investment
3. Job Creation
4. Business/Work Experience

### Invitations to apply

If you are invited to submit an application to the Entrepreneur Immigration stream, you will receive an email notification including:

- your BC PNP Entrepreneur Immigration file number
- instructions on how to complete the BC PNP Entrepreneur Immigration application
- list of qualified suppliers for the verification of your net worth
- timelines for application submission.

Registrants who are invited to apply will have up to four months from the date of invitation to submit a complete application. This allows you time to finalize your business plan and obtain a verification report of your net worth from a qualified supplier.

Note: If you are invited to apply, your registration will be removed from the selection pool.

The number and frequency of invitations to apply is based on annual nomination allocations and the BC PNP's processing capacity to ensure timely processing of applications.

The BC PNP may refuse your application if the information in your application is materially different from your registration.

### What if I am not invited to apply?

Registering does not guarantee that you will be invited to apply. The BC PNP will only invite the highest-scoring registrants from the selection pool.

You may wish to improve your score by developing a new business concept or improving your adaptability. You may also submit a new registration with a new fee.

### Invitation to Apply

Information about invitations to apply, including date, number of invitations issued and minimum ranking scores, will be posted in the [Invitation to Apply](#) section of our website.



## REVIEW OF PERSONAL NET WORTH

You will need to engage qualified supplier to review your personal net worth and accumulation of funds in order to submit an application to the BC PNP.

### What is a Qualified Supplier?

A qualified supplier is a professional chartered accounting services supplier, who is qualified by the BC PNP, that will complete a verification report of your personal net worth. The list of qualified suppliers and instructions is included with the invitation to apply.

### How does it work?

You must enter into an agreement with a BC PNP-qualified supplier to complete a review of your personal net worth. You are responsible for all costs associated with this service.

You must have a BC PNP file number before you can engage a qualified supplier.

The qualified supplier will review your personal net worth claims and your accumulation of funds through an analysis of your supporting financial documentation. The qualified supplier will produce a report of your personal net worth and its legal accumulation. The report will outline how much of it is verifiable, and whether there are any concerns that will require further investigation. The qualified supplier may contact you to request additional information.

When the review is complete, the qualified supplier will send you and the BC PNP a copy of the report.

### What will I need to provide?

You must provide the qualified supplier with a completed Citizenship and Immigration Canada [Schedule 4A Personal Net Worth form](#), including the Section J - Accumulation of Wealth Narrative.

You must also provide to the qualified supplier all supporting documentation identified in the [Entrepreneur Immigration Application Guide, Appendix B](#), in the [Documents](#) page of our website.

### What are the details?

The cost of obtaining a verification report will depend on which qualified supplier you choose, and the amount of time it may take to evaluate your financial documentation. The average price may range from \$3,000 to \$5,000 depending on the extent and complexity of your personal net worth.

The amount of time it takes to evaluate your financial documentation and prepare a verification report will vary. Factors such as the volume of financial documentation you provide and the processing capacity of the qualified supplier can impact the timing. The qualified suppliers are required to complete a verification report within 60 days.

## IMPORTANT

### **Do not engage a qualified supplier until you have received your BC PNP invitation to apply.**

The verification report will be used as part of the BC PNP application assessment process. Notwithstanding the conclusions of the net worth verification report, the BC PNP has sole discretion and responsibility to assess your BC PNP application and may request additional information, supporting documentation or clarification .

Failure to provide satisfactory evidence to verify your personal net worth and source of funds may result in the refusal of your application.

## APPLYING TO THE BC PNP



### Submitting your Application

If you received an invitation to apply, you will have up to four months to submit a complete application including a verification report of your net worth, all supporting documents and a comprehensive business plan.

For more information on submitting your application, including a Business Plan Guide, please refer to the [Entrepreneur Immigration Application Guide](#).

The BC PNP will screen your application to ensure it is complete. We may contact you to request any missing or incomplete documentation. If you do not provide the missing information within 14 calendar days, we will return your application unprocessed.

### Processing Fee

You must pay a \$3,500 non-refundable processing fee. Your spouse or common-law partner and dependent children are included in the BC PNP application fee.

If you are proposing a [Key Staff](#) member, you must pay an additional \$1,000 non-refundable processing fee.

### Next Steps

Your application will be assessed by the BC PNP. After a review of your application, a decision will be made on whether you will proceed to the interview stage:

- you may be contacted to attend an in-person interview at our office in Vancouver
- we may offer you an opportunity to respond to any concerns regarding your application
- we may refuse your application if you have not met the minimum eligibility criteria outlined in the program requirements section of this Guide

We may refuse your application if the information in your application is different from what you submitted in your registration.

### Interview

If requested, you will be required to attend an in-person interview at the BC PNP offices in Vancouver. In the interview, you will be expected to describe your business/work experience and demonstrate a thorough understanding of your business plan.

A decision on your application will be based on the information you provide up to and during your interview. The BC PNP will not consider any additional or new information after your interview.

Interviews are conducted in English or French only.

If you are unable to communicate in English or French, you must obtain the services of a certified translator. This is to ensure you will be able to clearly communicate to BC PNP program staff. Certified translators may include members of the [Society of Translators and Interpreters of BC \(STIBC\)](#) or individuals who are certified court interpreters.

If you require a Temporary Resident Visa (TRV) to attend the in-person interview, the BC PNP will provide you with a letter of support for your TRV application.

### Performance Agreement

If your application is approved, you will be required to sign a Performance Agreement with the Province of British Columbia. This document outlines the performance expectations you must meet for nomination. This includes:

- type of business and location
- investment amounts and timelines
- the number and type of positions to be created for Canadians or permanent residents
- active management requirement
- residency requirements
- timeframes within which you must meet these requirements

Performance Agreements are unique to each applicant and are based on the information provided in the application, business plan, and during the interview.

**Important:** Failure to meet the performance expectations within the timeframes may result in the refusal at the nomination stage and closure of your application.

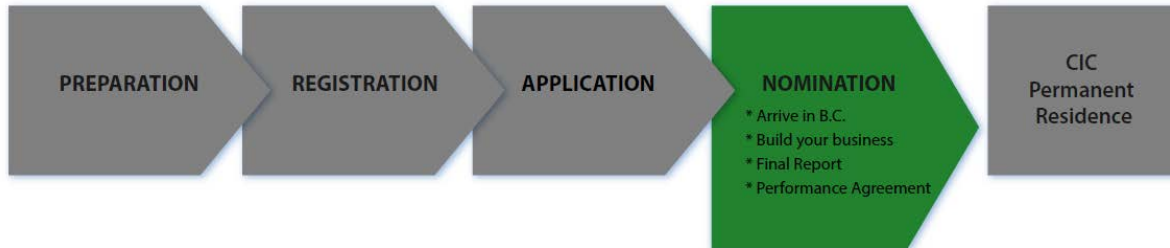
### Work Permit

If your application is approved, the BC PNP will issue you a *Letter of Confirmation* (work permit support letter) so you can apply to Citizenship and Immigration Canada (CIC) for a two-year work permit. This will enable you and your dependants to move to B.C. so you can start implementing your business plan.

A work permit is the official document issued by the Government of Canada that allows a foreign national to legally work on a temporary basis in Canada. It does not confer status on Canada. The length of the temporary work permit may vary at the discretion of CIC, but is usually two years.

For more information, please refer to the [Building Your Business in B.C. Guide](#) available on our website.

## NOMINATION



### Arrival

After you sign your [Performance Agreement](#), you must arrive in B.C. with your valid work permit within 12 months from the date of your Letter of Confirmation.

If you do not arrive to B.C. within the 12-month period from the date of your Letter of Confirmation, your file will be closed.

Within two months of arriving in B.C. with your valid work permit, you must submit an Arrival Report to the BC PNP. The Arrival Report provides basic information about your updated contact information, your work permit, and whether you transferred the requisite funds into a financial institution in B.C.

### Building your Business

Once you arrive in B.C. with your valid work permit, you will have up to 20 months to implement your business plan, actively manage your business, and satisfy the performance expectations of your signed Performance Agreement.

You may refer to the list in the [Building Your Business in B.C. Guide](#) for resources to assist you in starting your business and your transition to Canada.

### Final Report

You must submit a Final Report to the BC PNP between 18 to 20 months after you arrive in B.C. with your valid work permit.

The “Final Report” is the form and supporting documents that you must submit in order to be considered eligible for nomination. The documentation outlines all of the performance expectations and terms and conditions you must complete.

In your Final Report, it is your responsibility to demonstrate to that you have met the performance expectations described in your signed Performance Agreement.

The BC PNP will review and evaluate your Final Report, and may at its discretion, request additional information and/or conduct a site visit at your B.C. business.

The BC PNP will not permit you to submit more than one Final Report.

For more information, please refer to the [Final Report Guide](#) in the [Documents](#) page of our website.

### Nomination

If you are nominated, the BC PNP will issue you a Letter of Acceptance (“*Nomination*”) as a Provincial Nominee.

The nomination will allow you and your dependent family members to apply for permanent residence to CIC under the Economic Class for Provincial Nominees.

If you fail to meet the performance expectations of the Performance Agreement during the mandatory timeframes, your application may be refused at the nomination stage and your file will be subsequently closed.

Refunds will not be issued.

## After Nomination and Applying for Permanent Residence

After you have been approved as a Provincial Nominee, you may then apply for permanent residence to [Citizenship and Immigration Canada \(CIC\)](#) under the Provincial Nominee class.

CIC will assess that you meet the [security and admissibility](#) to be issued permanent residence to Canada, including medical and security checks. CIC may review additional information related to your application and ensure you continue to meet the conditions of your Performance Agreement such as continuing to actively manage your business.

**IMPORTANT:** Even if the BC PNP nominates you for permanent residence under the Provincial Nominee class, the Province has no decision-making authority or discretion as to whether or not CIC will grant you permanent residence status in Canada. CIC has the final decision-making authority on whether to issue you a permanent resident visa.

If CIC approves your application, you will be issued a [permanent resident visa to live and work in Canada](#).

For more information on applying for permanent residence please [visit CIC's website](#).

For more information about processing times for applying for permanent residency, [please visit CIC's website](#).

### Work Permit Extension

If your work permit is due to expire within three months and you continue to meet the conditions of your nomination, you must [contact the BC PNP](#) to request a support letter to extend your work permit.

The BC PNP may request evidence to confirm you continue to meet the conditions of your nomination. The BC PNP will then issue you a support letter to extend your work permit so you can apply to CIC for a work permit.

For more information about processing times for applying for a work permit, [please visit CIC's website](#).

## Using a Representative

You do not have to use a representative – such as an immigration consultant or lawyer – to apply to the BC Provincial Nominee Program (BC PNP). The program is designed for you to be able to complete the process on your own.

All BC PNP registrations are scored under the same criteria, and, if invited to apply, the BC PNP assesses all applications equally, regardless of whether they were prepared with the assistance of a representative. Your registration or application will not receive special attention, faster processing, or a more favourable outcome if it was submitted using the services of a representative.

Some people choose to use a representative to provide immigration advice or offer assistance with the application process. If you pay someone to act as your representative, they must meet the requirements for authorized representatives stated below.

### Who is an authorized representative?

If you are using a third-party representative to help you prepare and submit your application to the BC PNP, they must follow federal legislation requiring that all paid immigration representatives meet the definition of an “authorized representative.” Authorized representatives are:

- immigration consultants who are full members in good standing of the [Immigration Consultants of Canada Regulatory Council](#)
- lawyers who are members in good standing of the [Law Society of BC](#) or another law society in Canada and students-at-law under their supervision
- notaries who are members in good standing of the [Chambre des notaires du Québec](#) and students-at-law under their supervision

### Unpaid immigration third parties

You can also use the services of an unpaid third party, such as a family member, friend, or a member of a non-governmental or religious organization, to act on your behalf.

The BC PNP only considers third-party representatives as unpaid if they **do not charge fees or receive any other compensation or benefit** for providing immigration advice or related services.

### Submit a representative form

If you are using an authorized or unpaid representative to help you prepare your application to the BC PNP, you must submit the following disclosure consent forms for third-party representatives:

- [Use of a Representative form](#)

By completing the BC PNP’s Authorized Representative Form, you have legally authorized the person on the form (such as an immigration consultant, lawyer, friend or family member) to communicate details about your registration and/or application with the BC PNP on your behalf. This includes submitting your registration and application, submitting payment, submitting supporting documents and discussing details of your file with program staff.

**The legal declaration in the online registration or application is your legal signature. If your representative enters the registration or application on your behalf, you should review the information provided as you will be legally responsible for the accuracy of the form contents.**

BCPNP Online uses your personal email as the unique personal identifier for your client profile. The email and contact information in the authorized representative form will be associated with your registration in the system, and application, if applicable, and can be used by PNP staff for communication and due diligence in the application assessment process.

PNP staff can also contact you directly to discuss your application.

You may only have one third-party representative for your application at any given time. If you wish to change your representative during the BC PNP application process, you must submit a new [Use of a Representative Form](#) allowing the BC PNP to disclose information to a different third-party.

If you wish to remove your representative during the BC PNP application process, you must notify the BC PNP in writing (by email or a signed letter).

### **Beware of immigration fraud and scams**

We encourage you to protect yourself from immigration fraud and scams. Learn more about [protecting yourself from fraud](#).

## **Cancelling your Registration or Application**

If you choose to cancel your registration or application, please [contact the BC PNP](#). Refunds will not be issued.

You may submit a new registration after the BC PNP confirms that your registration or application was cancelled.

## **Refusal during the Application or Nomination Stage**

The BC PNP will only reconsider a decision where the applicant demonstrates that the decision was unreasonable on the basis of the program criteria and the evidence before the program advisor.

If you have questions about the reasons for the refusal decision or wish to request a reconsideration of the decision, you may contact the BC PNP Program Advisor or the Program Manager through the Entrepreneur Immigration inbox: [en.imm@gov.bc.ca](mailto:en.imm@gov.bc.ca).

You may also submit a new registration to the BC PNP.