

your guide to B.C.'s enhanced driver's licence program



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welcome

Your Guide to B.C.'s Enhanced Driver's Licence Program contains everything you need to know before applying for an enhanced driver's licence or enhanced identification card.

Please read this guide carefully to ensure you qualify, have the right documentation and understand the application process.

About B.C.'s Enhanced Driver's Licence

Since June 1, 2009 all travellers entering the United States (U.S.) by land or water must present a passport or other approved document.

B.C.'s **enhanced driver's licence (EDL)** and **enhanced identification card (EIC)** are approved secure documents for entry into the U.S. by land and water. Both documents denote your identity and Canadian citizenship.

Canadian citizens travelling to, through or from the U.S. by air require a valid passport or NEXUS card (when used at designated Canadian airports).

Unless noted, all information contained in this guide refers to both the EDL and EIC. Information specific to the EIC appears in coloured print.

The EDL is available only from designated ICBC driver licensing offices.

For complete details on U.S. entry requirements for Canadian citizens, visit the Canada Border Services Agency (CBSA) website at cbsa.gc.ca.

Benefits

The benefits to obtaining an EDL include:

- a convenient wallet-sized card that serves as your licence to drive and denotes your identity and citizenship
- a viable alternative to a passport for business or pleasure travel to the U.S. by land or water
- less expensive than a passport for entry into the U.S. by land or water
- latest security features to prevent fraud and identity theft
- makes family travel easier
- gives you access to a faster Ready Lane at certain border crossing points

Six steps to getting your EDL

1. Read this guide.
2. Confirm you meet all EDL requirements on [page 3](#).
3. Book your application appointment using the EDL Online Booking service at icbc.com or through the EDL Customer Line at 1-866-972-6888 ([page 12](#)).
4. Use the application checklist to prepare for your appointment on [page 18](#).
5. Attend your appointment at one of ICBC's designated EDL driver licensing offices to complete your application ([page 14](#)).
6. Once you receive your enhanced card, activate it online or by phone within 30 days from the card activation date printed on the letter you receive with your card (page 20).

requirements and acceptable documents

Requirements

Before you book an appointment, please ensure you understand and can meet all the following requirements:

- ✓ You must be a Canadian citizen and a B.C. resident.
- ✓ Provide the required identification to prove your identity and citizenship. All documents must be originals, legible, and not torn, trimmed or altered in any way. Copies or certified copies will not be accepted. If you have any questions about the condition of your identity documents please check with a driver licensing office prior to your appointment.
- ✓ Review the *Entitlement to Travel* section on page 5 to ensure you are eligible to apply for an EDL.
- ✓ Read the *Citizenship Questionnaire How to Guide* and then review the *Citizenship Questionnaire*. Both documents are provided in Appendix B. The *Citizenship Questionnaire* will be completed and your signature collected **during your application appointment**.
- ✓ Consent to ICBC sharing the personal information you provide with Canadian and U.S. authorities. A copy of the *Personal Information Consent Form* is included in Appendix A for you to read before your appointment. You'll be asked to sign a copy of the consent form at your application appointment.
- ✓ Book an appointment online or by phone **before you attend** in person at an EDL designated ICBC driver licensing office (see pages 13-14 for a list of these offices).
- ✓ After you receive your EDL or EIC, you must activate your card before you can use it to cross the border. Your card must be activated within 30 days of the card activation date printed on the letter you receive with your card and at least 72 hours before you use it to cross the border. See the *Activate your EDL* section on page 20 for further details.

When it's time to renew your enhanced card, your EDL or EIC will be accepted as mandatory identification.

	Mandatory identification	Notes
1	EDL and EIC original, most recently issued birth certificate issued from a Canadian province or territory or an acceptable Canadian Citizenship document	See page 5 for acceptable Canadian Citizenship documents. You must provide originals of all legal name change documents that link your birth name to your current legal name. See page 9 <i>Has your name changed?</i>
2	EDL Driver's licence	See <i>Driver's licences</i> section on page 8 for details. Learner or Novice drivers in the B.C. Graduated Licensing Program (GLP) are eligible.
	EIC B.C. Identification Card	Required only if you are a current B.C. ID cardholder.
3	EDL and EIC One other piece of acceptable identification	See page 8 for a list of acceptable identification.

Restrictions

Age

You must be 16 years of age or older to apply for an EDL.

For an EIC, applicants must be 12 years of age or older.

If you're under 19 years of age, a parent or legal guardian must be present during your application appointment. They must sign the parental section of the Personal Information Consent Form (see Appendix A) and the interview package signature page on your behalf.

As of June 1, 2009 Canadian citizens 15 years of age or under only require proof of Canadian citizenship, such as an original or a copy of a birth certificate, or a Canadian citizenship document for entry into the U.S. by land or water.

Consult the Canada Border Service Agency website at cbsa.gc.ca for U.S. entry requirements for Canadian citizens 18 and under travelling with a school or other organized group.

Entitlement to travel

You'll be asked the following questions during your application to confirm your entitlement to travel outside of Canada.

1. Are there outstanding criminal charges against you for an indictable offence in Canada?
2. Are you forbidden to leave Canada based on conditions imposed by a Canadian court or a parole board in Canada or by law?
3. Are you currently subject to a sentence of imprisonment in Canada?

If you answer **yes** to any of these questions your application may be denied.

If you're unsure about any of the questions or your answers, contact your lawyer, the court registry or your parole officer.

If your entitlement to travel changes after your card is issued, your EDL or EIC may be refused or revoked.

Outstanding debt

If you have any outstanding fees or debts you owe B.C. courts, the provincial government or ICBC, they must be paid in full before an EDL can be issued. These include outstanding liquor fines, tolls and arrears with the British Columbia Family Maintenance Enforcement Program. To check the status of your debt or arrange payment, call ICBC Account Services at (604) 661-2723 or toll-free at 1-800-665-6442. You can pay by cash, certified cheque, debit card, Visa, Mastercard or American Express.

Acceptable citizenship documents

To qualify for an EDL, you must provide proof that you are a Canadian citizen. To view the list of acceptable citizenship documents go to Citizenship and Immigration Canada's website at cic.gc.ca/english/citizenship/proof.asp. A Canadian passport is not an acceptable proof of Canadian citizenship on its own merit to qualify for an EDL or EIC.

Take special note: If you've **changed your name** due to marriage, divorce or other personal reasons, you must provide all name-linking documents that show your name changes from birth (or when your Canadian citizenship document was issued) to your current legal name. See [page 9](#) for details.

Be sure your documents meet these requirements before your application appointment. **All documents must be originals.** Copies or certified copies are not acceptable.

Birth certificates

If you were born in Canada, you must produce your original, most recently issued Canadian birth certificate. Copies or certified copies are not acceptable. All birth certificates must be issued by a Canadian province or territory vital statistics agency. B.C. birth certificates must contain a registration number to be acceptable. If yours does not, contact Vital Statistics to obtain a replacement.

If your birth certificate can't be verified as authentic, is illegible due to age or damage, or has been altered in any way including trimming the size to fit into a wallet, it will not be accepted. You will be referred back to the issuing Vital Statistics Agency to resolve the issue. Once it's resolved, you'll need to book a new appointment and apply again.

If you've misplaced your original birth certificate or have concerns about the condition of your birth certificate, be sure to contact the Vital Statistics Agency in your birth province or territory before your application appointment.

Example 1: 

Example 2: 

Example 3: 

In B.C.

If you intend to use your B.C. birth certificate as ID, **check the registration number** on the certificate first. The registration number must match one of the three formats shown below:

If the registration number on your B.C. birth certificate does not match any of these examples, contact the British Columbia Vital Statistics Agency: gov.bc.ca/gov/content/life-events.

For general inquiries call: 250-952-2681 (Victoria)

For replacement birth certificate inquiries call:

- In B.C. toll-free 1-888-876-1633
- Outside of B.C. call the toll line at 250-952-2557

Provinces and territories outside B.C.

Birth certificates are available from the Registrar of Vital Statistics in the province or territory of your birth. Contact information for Vital Statistics

Agencies in all Canadian provinces and territories is available at the Passport Canada website cic.gc.ca/english/passport/ (search *Canadian Vital Statistics Offices*).

Born in Quebec?

Since November 26, 2001, only the following identity documents are accepted by the Government of Canada as proof of Canadian citizenship for **Canadians born in the Province of Quebec**.

- a birth certificate issued after January 1, 1994, by *le Directeur de l'état civil* in the Province of Quebec
- a Certificate of Canadian Citizenship

Documents previously acceptable as proof of Canadian citizenship such as a baptismal certificate from a church or a Certificate of Live Birth or Registration of Birth Certificates do not meet national security standards and are not acceptable for EDL application purposes.

B.C. residents born in Quebec who do not have a birth certificate issued after January 1, 1994, should contact *le Directeur de l'état civil* to obtain a new Quebec birth certificate prior to their EDL application appointment.

Born in Manitoba?

Since February 2009, **Manitoba Division Registrar Certificates** are no longer accepted by the Government of Canada as an acceptable proof of Canadian citizenship.

Only the following identity documents are accepted as proof of Canadian citizenship for **Canadians born in the Province of Manitoba**

- a birth certificate issued by the *Manitoba Vital Statistics Agency*
- a Certificate of Canadian Citizenship

More information is available at vitalstats.gov.mb.ca/division_registrar.html

Canadian citizenship documents

If you were born outside of Canada, you'll need to provide an original Canadian citizenship document from the following document list.

- Citizenship Certificate (also known as a Certificate of Canadian Citizenship)—A citizenship certificate is issued to persons at the time they are granted citizenship (naturalized); to Canadians born abroad to a Canadian parent; and to any Canadian who submits an application for a citizenship certificate (including persons born in Canada).

Acceptable citizenship certificates are:

Certificate of Canadian citizenship —

- large form issued between January 1, 1947 and February 14, 1977
- wallet-sized card issued from 1954 to January 31, 2012.
- large form issued from February 1, 2012 to the present
- Registration of Birth Abroad Certificate—issued by Canadian citizenship authorities between January 1, 1947 and February 14, 1977 to persons born to a Canadian parent.
- Retention Certificate—issued between January 1, 1947 and February 14, 1977 to persons born abroad to a Canadian parent and who retained citizenship.
- Naturalization Certificate—issued before January 1, 1947 to persons who were naturalized after immigrating to Canada.
- * ICBC can only accept your Registration of Birth Abroad Certificate, Retention Certificate or Naturalization Certificate if you also provide a B.C. driver's licence or B.C. ID card. If you don't have a B.C. driver's licence or B.C. ID card in conjunction with one of these three documents, you'll be referred to Citizenship and Immigration Canada to obtain a Certificate of Canadian Citizenship. When it's time to renew your enhanced card, your EDL or EIC will also be accepted in conjunction with one of these three citizenship documents.

Contact Citizenship and Immigration Canada

- Online: cic.gc.ca
- By phone: 1-888-242-2100 (in Canada only)

Acceptable identity documents

All identity documents must be originals. Copies or certified copies are not acceptable. (A certified true copy of a marriage certificate by the original issuing government agency will also be acceptable.)

Driver's licences

A valid driver's licence from any Canadian province or territory or the United States is acceptable for your EDL application. A BC Driver's Licence may be accepted if it has been expired for less than three years.

A driver's licence from another country may be acceptable if you meet certain B.C. driver licensing requirements before your EDL appointment.

For complete details, go to icbc.com and search for *New B.C. Residents*.

Additional identification list

In addition to your original, most recently issued Canadian birth certificate or Canadian citizenship document, and your driver's licence or B.C. identification card, you'll need to confirm your identity by providing **one** of the documents listed below:

- Valid passport
- B.C. Identification card
- Canadian Forces identification
- Department of National Defence 404 Driver's Licence
- Police identification card
- Marriage certificate issued by Vital Statistics or a marriage certificate issued by a religious organization or marriage commissioner. (A certified true copy of a marriage certificate by the original issuing government agency will also be acceptable.)
- Divorce certificate (both the married and previous names must be on the document.)
- Change of name certificate issued by a Vital Statistics Agency
- Social Insurance card with signature strip on front of card
- School identification card (Student card)
- NEXUS card
- Bank card (only if your name appears on card)
- Credit card
- Employee identification card with picture
- Firearms acquisition certificate
- B.C. CareCard (or a government-issued health card from another Canadian province or territory)
- Certificate of Indian Status
- Secure certificate of Indian status (SCIS)
- Identity card (issued by the Department of Foreign Affairs and International Trade)
- Pleasure Craft Operator Card (Boating Licence)—Canadian

Non-Photo BC Service Cards are not acceptable.

Has your name changed?

To be approved for an EDL:

- the name on your original, most recently issued Canadian birth certificate or Canadian citizenship document must match your current legal name, or

requirements and acceptable documents

- you must provide all name-linking documents that show your name changes from birth (or when your Canadian citizenship document was issued) to your current legal name.

Note: If your Canadian Citizenship Card has two different names, the name that appears under the coat of arms will be used for your application.

For example, a change of name through marriage or divorce is a legal name change. If you're unsure if you have the correct documents, contact any driver licensing office before your EDL appointment.

Acceptable name change documents include:

- Marriage certificate issued by a Vital Statistics Agency or a marriage certificate issued by a religious organization or marriage commissioner. (A certified true copy of a marriage certificate by the original issuing government agency will also be acceptable.)
- A divorce certificate or decree issued by the courts that has both the married and previous names listed (document must have a court stamp/seal to be acceptable.)
- Change of Name certificate.

Even if you've provided these documents to ICBC for your previous driver's licence application, **you'll need to bring your original name-linking documents to your EDL application appointment.** Your documents will be scanned into the EDL system and the originals will be returned to you.

Fees

This table shows the fees for most EDL and EIC transactions. The fees reflect the normal licensing or card fee plus the \$35 fee for the enhanced version.

Note: There may be additional fees such as a medical processing fee for a commercial licence or if your licence is being reinstated after a prohibition.

Enhanced Driver's Licence	Normal DL Fee	Enhanced Fee	Total Fee
2-year original licence or renewal	\$31	\$35	\$66
5-year original licence or renewal	\$75	\$35	\$110
Seniors (drivers aged 65 and over) 2-year original licence or 5-year renewal	\$17	\$35	\$52
Replacement EDL for address change, name change, lost or stolen card	\$17	\$10	\$27
Upgrade DL to an EDL outside renewal period (includes seniors 65 and over)	\$17	\$35	\$52
Learner EDL—original licence, renewal or upgrade	\$10	\$35	\$45
Learner EDL—replacement	\$10	\$10	\$20

Enhanced Identification Card	Normal ID Fee	Enhanced Fee	Total Fee
5-year original card	\$35	\$35	\$70
5-year renewal	\$15	\$35	\$50
Original for seniors (65 and older)	\$15	\$35	\$50
Replacement EIC for address change, name change, lost or stolen card	\$15	\$10	\$25
Upgrade BCID to an EIC outside renewal period (includes seniors 65 and over)	\$15	\$35	\$50

Upgrading to an EDL

Under the normal renewal provisions, you can renew your B.C. driver's licence or B.C. ID card up to six months prior to the expiry date on your current licence or ID card.

The same option is available if you want to upgrade your current B.C. driver's licence or B.C. ID card to an EDL or EIC during your normal renewal period.

You also have the option to upgrade to an EDL or EIC before you receive your renewal notice and in advance of your normal six-month renewal period.

If you choose to upgrade your card early, your next renewal date does not change. For example, if you upgrade your five-year driver's licence to an EDL two years early, your EDL will need to be renewed in two years and the full EDL renewal fees will apply.

application appointment and card activation

Booking an appointment

Once you've read this guide and confirmed you meet the requirements, you have two options to book your appointment to apply for an EDL or EIC.

Online booking

We recommend you use the EDL Online Booking service at icbc.com to avoid the possibility of experiencing wait times on the phone.

To book online you must have a Canadian or U.S. driver's licence or a B.C. Identification Card.

To book your first EDL appointment you'll need one of the following pieces of identification:

- a B.C. driver's licence
- a B.C. ID card
- a driver's licence or EDL from anywhere in Canada or the U.S.

You'll be required to enter your driver's licence or B.C. ID card number as part of the booking process.

If you're booking to renew your EDL or EIC, you'll need to enter your enhanced card number.

By phone

If you don't have Internet access or the necessary driver's licence or ID card from the above list, call the EDL Customer Line:

1-866-972-6888 Monday to Friday, 8:30 AM to 4:30 PM.

You may experience a moderate wait depending on call volumes.

Booking confirmation number

You'll be given a confirmation number once the date, time, and location of your application appointment is confirmed.

Your confirmation number is important. Be sure to record the number and keep it safe for future use.

If you provide an email address, you'll receive an email confirming your booking details.

Keep your confirmation number safe. You'll need it to make changes or inquire about your appointment.

Appointment reminder

If you provide your email address, you'll also receive a reminder notice several days before your appointment date.

Cancel or reschedule your appointment

The easiest way to change or cancel your appointment is the EDL Online Booking service at icbc.com.

No Internet access? Call the EDL Customer Line at 1-866-972-6888 Monday to Friday, 8:30 AM to 4:30 PM.

Be sure you have your booking confirmation number available.

EDL driver licensing locations

There are 16 driver licensing locations that offer appointments for EDL and EIC applications. Select a first and second choice before booking your appointment. Days and hours for EDL appointments will vary by location. Check icbc.com for details.

EDL driver licensing locations

Abbotsford	Unit #150–31935 South Fraser Way
Burnaby	3880 Lougheed Highway
Kamloops	937 Concordia Way
Kelowna	1720 Springfield Road
Nanaimo	6475 Metral Drive
North Vancouver	125 East 13th Street

EDL driver licensing locations

Port Coquitlam	1930 Oxford Connector
Prince George	4001 15th Avenue
Richmond	Lansdowne Centre Mall 402 – 5300 No. 3 Road
Surrey	Clover Square Mall 102 – 17700 56th Avenue
Surrey	Boardwalk Mall Unit C1A, 15285 – 101st Avenue
Vancouver – Point Grey	4126 MacDonald Street
Vancouver	Royal Centre 221 – 1055 West Georgia Street
Victoria	1 – 1150 McKenzie Avenue
Victoria	955 Wharf Street

Your application appointment

Your appointment consists of six steps and will take approximately 30 minutes.

Your EDL appointment and all documents related to your application will be in English. See page 17 for translator information.

Before your appointment:

- Complete the application checklist on page 18
- Arrive 10 minutes early to avoid delays
- If you are under 19, your parent or legal guardian must be present.

Step 1: Provide proof of your identity and citizenship

The mandatory identification documents you must provide (see page 4) will be checked, scanned and become part of ICBC's records. Only originals will be accepted.

Step 2: Review and sign the Personal Information Sharing Consent Form

The consent form must be signed during your appointment. You can find a copy of the consent form to review in Appendix A.

A separate version for EIC applicants is also included in Appendix A.

When you sign this form, you acknowledge that you fully understand the EDL requirements. It authorizes ICBC to verify your birth record with the Vital Statistics Agency in your birth province or territory. It also authorizes ICBC to disclose your personal information to Citizenship and Immigration Canada and to the Vital Statistics Agency in your birth province or territory to ensure your documentary evidence of Canadian citizenship has been accurately examined.

It also authorizes ICBC to share limited personal information collected during your EDL application with the Canada Border Services Agency and U.S. authorities.

Step 3: Complete the applicant interview

All answers you provide during the interview will be entered into ICBC's system. The applicant interview consists of:

- Questions to verify your identity.
- Completing the *Citizenship Questionnaire*. Remember to read the *Citizenship Questionnaire How to Guide* and review the copy of the *Citizenship Questionnaire* in Appendix B so you are prepared to answer all the questions during your interview.
- Questions to verify your entitlement to travel outside of Canada. (see page 5)
- The answers you give during your interview and on your *Citizenship* and *Entitlement-to-travel* questionnaires will be printed for your review. You'll be asked to sign the **interview package signature page**, which confirms the answers you gave are true and have been entered correctly into ICBC's system.

Providing false information or fraudulent documents during your application is an offence which may lead to a fine or imprisonment. It will result in your EDL being denied or cancelled.

Step 4: Capture your photo and digital signature

Your photo will be taken and digital signature captured for your EDL. The photo will be passport style with a neutral expression and no eyeglasses will be permitted.

Your current driver's licence or B.C. ID card must be surrendered. When you renew your EDL or EIC, you'll need to surrender your enhanced card during your renewal appointment.

Step 5: Surrender your current driver's licence

You must surrender your current driver's licence. You'll be issued an interim driver's licence for use until your EDL card arrives in the mail.

The interim driver's licence cannot be used for cross-border travel. Be sure to take other acceptable identification if you're planning to travel to the U.S. by land or water before you receive and activate your EDL card.

Step 6: Return of personal documents and receive your card activation number

All your personal documents (except for your surrendered driver's licence or B.C. ID) will be returned at the end of your appointment. This includes copies of your application questionnaires, consent form and interview package signature page.

The EDL and EIC are important documents and care should be taken to protect and preserve their condition.

You'll also receive a unique **card activation number** that you'll need to activate your EDL or EIC. See the *Activate your EDL* section on page 20 for important details.

Translators

If you think you may have difficulty understanding the forms or interview questions, you may bring a translator to your appointment. Your translator must be approved by ICBC to provide translation services before they come with you to your EDL appointment.

If your translator hasn't been approved by ICBC or is unsure if they are approved, they must visit an ICBC driver licensing office with their acceptable translator credentials to obtain the necessary approval.

How will you receive your EDL?

Your EDL will be mailed to the residential address recorded on your record through Canada Post.

When will you receive your EDL?

Your interim driver's licence is good for 60 days. If you haven't received your card two weeks before your interim expires, please call the EDL Customer Line at 1-866-972-6888 and report that your card has not arrived.

If you haven't received your EIC card within 60 days, please call the EDL Customer Line at 1-866-972-6888.

Your application checklist

Use this easy checklist to prepare for your application appointment.

	
<input type="checkbox"/>	I have read <i>Your Guide to B.C. Enhanced Driver's Licence Program</i> and understand the content.
<input type="checkbox"/>	I meet all requirements listed on pages 3-4 and can provide the necessary original ID documents.
<input type="checkbox"/>	I have reviewed the <i>Entitlement to Travel</i> section on page 5 and confirm I am eligible to travel outside of Canada.
<input type="checkbox"/>	<p>I have booked my appointment. My booking confirmation number is: _____</p> <p>Reminders: <i>If you book online at icbc.com you'll need a Canadian or U.S. driver's licence or B.C. ID card. Have your licence available when you book.</i></p> <p><i>Call the EDL Customer Line at 1-866-972-6888 if you don't have a driver's licence, B.C. ID card or Internet access.</i></p>
<input type="checkbox"/>	<p>I have the required original identification documents.</p> <ul style="list-style-type: none">• Most recently issued Canadian birth certificate or acceptable Canadian citizenship document (see pages 5 for details)• Driver's Licence (EDL only)• One (1) additional piece of ID from the Additional Identification List on page 8. <p>Applying for an EIC? Bring your B.C. ID card if you have one.</p>



If the name on your your original, most recently issued Canadian birth certificate or Canadian citizenship document is different from your current legal name, see page 9 for name-linking document requirements.

I have all original name-linking documents that show the link from my birth name to my current legal name and will bring them to my appointment.

I have read the *How to Guide* and reviewed the *Citizenship Questionnaire* in Appendix B. I know I must answer all questions on the *Citizenship Questionnaire* at my appointment.

I acknowledge that if I do have outstanding fees or debts owed to the province of British Columbia, ICBC or a court, they must be paid in full before an EDL can be issued to me.

I have reviewed the *Personal Information Consent Form* in Appendix A and know I will be asked to sign a copy during my appointment.

Under 19 years of age?

I will bring my parent or guardian to my appointment. They know they'll need to sign the consent form and interview package signature page on my behalf.

If you don't activate your card within 30 days

You may be denied access into the U.S. if your EDL isn't activated within 30 days—unless you have other acceptable ID with you.

If your EDL isn't activated within 30 days:

- it's still a valid driver's licence, but
- you will be required to book a new appointment and go through the application process again to use your EDL for cross-border travel. There's a replacement fee of \$27.

If you misplace your card activation number call the EDL Customer Line at 1-866-972-6888.

when you present your card at the customs booth. The OCR unique identifier is not your driver's licence number.

The EDL also contains a Radio Frequency Identification (RFID) chip which will be read only if there are RFID readers installed at the U.S. border port of entry. The RFID chip allows border officers to identify your EDL record as you approach the customs booth.

The regular B.C. driver's licence or B.C. ID card does not contain a RFID chip.

EIC features

The EIC looks similar to the EDL. Like the EDL, the words "ENHANCED" and "CAN" at the top of the card signal border officials that the card is a valid border-crossing document for entry into the U.S. by land or water. The front and back of the card contain the same personal information and security features as the EDL.

Tampering with your EDL or EIC card will render the card invalid and may result in your card being revoked.

Radio Frequency Identification Chip

The EDL contains a Radio Frequency Identification (RFID) chip. The only information on the RFID chip is a unique identifier number and a tag ID number.

Unique identifier number

RFID readers are located at select U.S. border entry locations. The RFID reader will read the unique identifier number, which will be used by U.S. customs to access limited personal information that's stored in a secure database located in Canada and maintained by the Canada Border Services Agency.

Your information will then appear on the U.S. customs officer's screen as you approach the booth.

If there are no RFID readers at the border crossing, the optical character recognition (OCR) unique identifier number on the back of your EDL will call up the same information from the same Canadian database when you present your EDL card to the U.S. customs officer at the booth.

Tag ID number

The tag ID number is embedded in the RFID chip by the chip manufacturer making it very difficult, if not impossible, to clone a copy of your card.

Neither of these numbers are your driver's licence number and there is no other information on the RFID chip.

Protecting your EDL

There are some situations in which a person with access to RFID-reading technology may be able to read your unique identifier numbers from a short distance, without your knowledge.

Even if your unique identifiers are read, your personal information is safe from unauthorized access as it's protected in a secure CBSA database. The numbers on the RFID don't relate to any other personal identifiers such as your driver's licence number and can't be used to impersonate you.

For added security, ICBC provides a **protective sleeve** for your EDL to prevent the RFID chip from being read when you're not using it to cross the border. You'll receive the protective sleeve in the mail with your card.

For your protection keep your EDL in the sleeve when it's not being used and replace it if it becomes torn or crumpled. Replacement sleeves are available at ICBC driver licensing offices without charge for EDL cardholders. Visit icbc.com for a list of all driver licensing offices.

Your EDL is an important document denoting your identity and citizenship. Ensure you use it as intended and keep it in your control and possession.

Entering the U.S. with your EDL

Your EDL can be used at all U.S. land and water border crossings.

If there are RFID readers at the U.S. border entry point, they'll be located at the stop sign before you approach the booth.

Proceed as follows:

- Remove your EDL from its protective sleeve.
- Display it toward the RFID reader.
- Present your EDL to the U.S. border officer when you reach the booth.
- Replace your EDL in the protective sleeve when it's returned to you.

If there are no RFID readers, give your EDL to the border officer when you reach the booth. They will swipe your card and call up your EDL information. Replace your EDL in its protective sleeve, when it is returned to you.

Your return to Canada

Entry requirements into Canada have not changed. Your EDL denotes citizenship and identity and may be used for re-entry into Canada. If there are RFID readers at your Canadian border re-entry point then proceed with the same process used to enter the U.S.

Information sharing

ICBC has the authority to collect personal information in connection with your EDL application, pursuant to section 25 of the *Motor Vehicle Act*.

ICBC also has authority according to the Voluntary Identification Card Regulation to collect personal information in connection with an EIC application.

You'll be asked to sign a personal information consent form during your application appointment. Your consent authorizes ICBC to disclose personal information related to your EDL to the Canada Border Services Agency (CBSA), Citizenship and Immigration Canada (CIC), and the Vital Statistics Agency in your birth province or territory.

In addition, copies of scanned documents provided during your application appointment may be provided to CIC for quality assurance purposes.

The CBSA will disclose the same information it receives to U.S. border authorities at the time you present your card at the border. Any EDL information which is disclosed to U.S. Customs and Border Protection by CBSA will form part of the U.S. border-crossing record. A border-crossing record is created each time you enter the U.S., even when you present a passport as your travel document. This information is intended to be used for border-crossing purposes, and may be used for other purposes only as authorized by U.S. law.

Check the consent form in Appendix A for information sharing details. Any other use, disclosure, storage or retention of personal information related to your EDL will be in compliance with the *British Columbia Freedom of Information and Protection of Privacy Act*.

Revoke consent

You may revoke your consent regarding the disclosure and use of your EDL personal information, but if you do, you'll have to surrender your EDL at any ICBC driver licensing office. If you revoke your consent, your personal information held by Canadian and U.S. authorities may not be deleted. Canadian authorities will retain your information in accordance with the federal *Privacy Act*. Both U.S. and Canadian authorities will be able to use, disclose,

retain and dispose of your personal information connected with your EDL, which was current up to the date of the revocation for any purpose authorized by Canadian or U.S. law.

Protecting your privacy

ICBC, the Province of British Columbia and the Government of Canada are committed to respecting and protecting your privacy rights.

All aspects of EDL processing, card production and sharing of information meet the statutory responsibilities of both provincial and federal privacy legislation.

The personal information collected during your EDL application is the information you supply plus any information obtained to examine your documentary evidence of Canadian citizenship.

This information will be used and disclosed for the purposes of the EDL program, such as examining your documentary evidence of identity and citizenship, for purposes connected with its use as a standard driver's licence and only for other purposes as authorized by Canadian or U.S. law.

B.C. and Canadian privacy laws do not apply to personal information in the custody and control of U.S. authorities.

Information sharing agreements between the Government of Canada and the Province of B.C., and between the CBSA and the U.S. Customs and Border Protection cover the collection, use, disclosure and storage of your personal information. As required, there are similar agreements between ICBC and provincial and territorial vital statistics agencies.

You have a right to access the personal information collected about you during your application and to request correction of that information under B.C.'s *Freedom of Information and Protection of Privacy Act* (FIPPA).

You also have rights of access to personal information held by CIC and CBSA under the following federal statutes: the *Privacy Act* and the *Access to Information Act*.

If you have any questions about privacy protection or about how to access or correct your personal information, contact ICBC's Privacy and Freedom of Information department at 604-661-6210.

renewing or changing your EDL

Renewing your EDL

To renew your EDL you'll need to book an appointment, provide the mandatory identification documents as shown on page 4 and complete the application process again.

Changing your EDL

You will need to replace your EDL if:

- your name or address changes
- your EDL is lost or stolen
- your licence class changes after a road test.

You'll need to book an appointment for a replacement card by using the EDL Online Booking service at [icbc.com](https://www.icbc.com) or by calling the EDL Customer Line at 1-866-972-6888. Note: For address changes you may attend without an appointment but there may be a wait until you are served.

Replacement fees will apply.

Name or address change

Bring your EDL, your original, most recently issued Canadian birth certificate or Canadian citizenship document and one other piece of identification from the Additional Identification list on page 8 to your appointment.

For a name change, you must also bring your legal name change document. See page 9 for acceptable name change documents.

Your documents will be examined and scanned again.

You'll be issued an interim driver's licence to use until your new EDL card arrives by mail.

The interim licence cannot be used for cross-border travel into the U.S. Be sure to take other acceptable documents if you are crossing into the U.S. by land or water while waiting for your replacement EDL.

No interim document is issued for an EIC.

Lost or stolen card

If your EDL is lost or stolen, phone the EDL Customer Line immediately at 1-866-972-6888 to report your card is missing and book an appointment for a replacement EDL card.

To apply for a replacement EDL, bring your original, most recently issued Canadian birth certificate or Canadian citizenship document and one other piece of identification from the Additional Identification List on page 8 to your appointment. They will be examined and scanned again.

Important: If you find your EDL after reporting it missing, the card remains invalid for entry into the U.S. by land or water, but you can still use it to drive if you have not already applied for a replacement card. If you have reapplied and received an interim driver's licence, the EDL you found is not valid for driving.

You are encouraged to reapply for a new EDL or a B.C. driver's licence **as the lost or stolen status will remain on file** until a new EDL or B.C. driver's licence is issued to you. You could encounter problems if there's a lost or stolen status on your EDL and you're pulled over by traffic law enforcement in B.C. Your EDL will also be confiscated if you try to use it at the U.S. border.

An interim driver's licence will be issued while you wait for your new EDL card to arrive by mail.

The interim driver's licence cannot be used for cross-border travel into the U.S. Be sure to take other acceptable documents if you are crossing into the U.S. by land or water while waiting for your replacement EDL.

No interim document is issued for an EIC.

Licence class change after a successful road test

If you qualify for a licence class change after a road test, for example, you successfully qualify for a Class 5 licence from the Novice stage of Graduated Licensing, you must complete the EDL application process again if you want to keep your EDL. (Not all driver licensing locations offer EDL appointments.)

If there's an EDL appointment time available after your road test, you can reapply then for your EDL if you have your original, most recently issued Canadian birth certificate or Canadian citizenship document, one other piece of acceptable ID from the Additional Identification List on page 8 and all name-change linking documents if applicable (see page 9) with you.

After you complete the EDL application, you'll be issued an interim driver's licence while you wait for your new EDL. All regular licensing and EDL fees will apply.

If you want to keep your EDL, but can't reapply right away, you'll be issued an interim driver's licence after your road test and once you've paid the regular licensing fee. You'll need to book an appointment to reapply for your EDL. Be sure to bring your original, most recently issued Canadian birth certificate or Canadian citizenship document and one other piece of acceptable identification from the Additional Identification List on page 8 to your appointment. If your application is approved, you'll be issued a free replacement driver's licence and only pay the enhanced fee if you re-qualify within 60 days of your road test.

If you don't want to keep your EDL after your road test, you'll be issued an interim driver's licence and pay the regular licensing fee.

Surrendering your EDL

You may surrender your EDL to ICBC at any time by appearing in person at any ICBC driver licensing office. No appointment is necessary. Your EDL will be collected and you'll be issued an interim licence until your new B.C. driver's licence arrives in the mail. Normal driver's licence replacement fees will apply.

If you surrender your EIC you can apply for a B.C. ID card.

Prohibited, suspended or cancelled licence

If your driver's licence is suspended, cancelled or you're prohibited from driving, you must immediately surrender your EDL in person to any ICBC driver licensing office. No appointment is necessary. You can't keep the EDL for identification purposes or cross-border travel. You can, however, apply for an EIC for travel to the U.S. by land or water.

When your prohibition, suspension or licence cancellation is over and you've satisfied the requirements for reinstating your driver's licence, you'll need to re-apply if you want to obtain a new EDL.

frequently asked questions

Q Where can my EDL be used for cross-border travel?

A Your EDL can be used for entry at any land or water border crossing between Canada and the U.S.

Your EDL can't be used for entry into the U.S. by air.

Please check entry requirements for countries other than the U.S. or Canada.

Q How long will it take to get my EDL?

A Your interim driver's licence is good for 60 days and you should receive your EDL within two weeks of your interim driver's licence expiring. If you haven't received your EDL card two weeks before your interim expires, please call the EDL Customer Line at 1-866-972-6888.

Remember to activate your EDL as soon as you receive it in the mail.

The interim driver's licence can't be used for cross-border travel into the U.S. Be sure to take other acceptable documents if you are crossing into the U.S. by land or water while waiting for your EDL.

Q What if I don't receive my EDL in the mail within a reasonable time?

A If your application is approved, you'll be issued an interim driver's licence. Your interim licence is good for 60 days. If you haven't received your card two weeks before your interim expires, please call the EDL Customer Line at 1-866-972-6888.

Your card's status will be checked and depending on the result, you may need to reapply for a new EDL card.

If you receive your original EDL in the mail after you've re-applied for a new card, you must surrender your first EDL at any driver licensing office. It will be invalid as a driver's licence and for entry into the U.S.

Q What if my EDL is lost or stolen?

A If your EDL is lost or stolen call the EDL Customer Line at 1-866-972-6888 immediately to report your card is missing. Border officials will be notified and your EDL will be cancelled for cross-border travel.

If you find your EDL after reporting it missing, and haven't applied for a new EDL or regular B.C. driver's licence, the card remains invalid for crossing the border, but you can still use it to drive.

You'll need to book an appointment if you want to replace your EDL. There will be a replacement fee.

Q What happens when I use my EDL to cross the border by car?

A If there is an RFID reader in your lane, remove your EDL from its protective sleeve and display it as you approach the card reader. If there are no RFID readers, the border officer will swipe the machine readable zone on the back of your EDL or EIC through a document reader.

Q Will the border authorities get my full driving record?

A The EDL information provided to the border authorities will not include information about your driving record. Check the Personal Information Sharing Consent Form in Appendix A for the list of information disclosed.

Q Are there extra security precautions to ensure the RFID chip is not read by an unauthorized source?

A Yes, you'll receive a protective sleeve with your EDL card. It provides added security by preventing the RFID chip from being read by unauthorized readers when you aren't using it for crossing the border.

Q What will Citizenship and Immigration Canada (CIC) do with my personal information?

A The information ICBC shares with CIC is protected under provisions of the federal *Privacy Act*. CIC may review the citizenship information in your EDL application to ensure your documentary evidence of Canadian citizenship has been accurately examined. CIC may share limited personal information with ICBC, but with no other agency unless authorized to do so by law.

Q What will Canada Border Services Agency (CBSA) do with my personal information?

A The information that's disclosed to CBSA is protected under provisions of the federal *Privacy Act*. Your EDL application information is sent to CBSA after you activate your card or if your card is reported lost, stolen, cancelled or changed. CBSA will store your information in a secure database in Canada and disclose it to the U.S. Customs and Border Protection when you present your EDL card at the U.S. border. The CBSA will use the information for border crossing purposes when you present your EDL or EIC when entering Canada. The CBSA will also retain information about lost, stolen or otherwise invalid EDLs. CBSA will share this information with other agencies only as authorized by law.

Q What will U.S. Customs and Border Protection (CBP) do with my personal information?

A Your EDL information will be retained in a secure Canada Border Services Agency database and will not be accessed until you seek entry into the U.S. When you arrive at a U.S. land or water border and present your EDL to the CBP border officer, your EDL information will be used by the border officer to determine if you can enter the U.S. This information will form part of your entry record. This information is intended to be used for border-crossing purposes but may also be used for other purposes only as authorized by U.S. law.

Q What if I don't want my EDL any longer?

A You may surrender your EDL to ICBC at any time by appearing in person at any ICBC driver licensing office. No appointment is necessary. Your EDL will be collected and you will be issued a B.C. driver's licence. Normal licensing replacement fees will apply.

appendix a: consent forms

EDL Personal Information Consent Form—page 1 of 4



British Columbia's Enhanced Driver's Licence Personal Information Consent

Please read the following information carefully and sign where indicated to confirm your consent. This form must only be signed at the time of your in-person interview.

This form serves as your consent to the management by the Insurance Corporation of British Columbia of your personal information in connection with your British Columbia Enhanced Driver's Licence (EDL). This includes:

- the collection, use, and storage of your personal information by the Insurance Corporation of British Columbia;
- the disclosure of your personal information by the Insurance Corporation of British Columbia to:
 - the British Columbia Vital Statistics Agency and other applicable provincial/territorial vital statistics agencies, and the disclosure of your personal information by these agencies to the Insurance Corporation of British Columbia;
 - Citizenship and Immigration Canada and the disclosure of your personal information by Citizenship and Immigration Canada to the Insurance Corporation of British Columbia; and
 - the Canada Border Services Agency;
- the disclosure of your personal information by the Canada Border Services Agency to the United States Customs and Border Protection each time your EDL is presented at a United States land or water border crossing.

Collection of Personal Information

The Insurance Corporation of British Columbia may collect the following personal information from you during the EDL application process:

Standard Driver's Licence Information

- | | | |
|-----------------|----------|--------------|
| • name | • gender | • eye colour |
| • address | • height | • photo |
| • date of birth | • weight | • signature |

Citizenship information including:

- All information contained on one of the following documents, as documentary evidence of Citizenship;
 - Provincial or Territorial Birth Certificate
 - Certificate of Canadian citizenship
 - Retention Certificate (issued between January 1, 1947 and February 14, 1977)
 - Naturalization Certificate (issued before January 1, 1947)
 - Registration of Birth Abroad Certificate (issued between January 1, 1947 and February 14, 1977 by Canadian citizenship authorities)
- Responses to the questions on the citizenship questionnaire
- Your personal information disclosed to the Insurance Corporation of British Columbia by Citizenship and Immigration Canada as set out in this form.

EDL entitlement information including:

- Responses to the questions on the Entitlement-to-Travel Questionnaire

Other personal information obtained during your EDL application process

EDL Personal Information Consent Form—page 2 of 4



British Columbia's Enhanced Driver's Licence Personal Information Consent

Use of Personal Information

Your personal Information may be used by the Insurance Corporation of British Columbia for the following purposes:

- processing your EDL application and determining your eligibility to hold an EDL, including verification of birth certificate information and EDL entitlement status, and the examination of documentary evidence of Canadian citizenship
- issuing you an EDL
- ongoing purposes related to the EDL
- ongoing purposes related to your driver's licence generally

In addition to the above, your personal information may be used for evaluation of the EDL program by the Canada Border Services Agency, Citizenship and Immigration Canada and the Insurance Corporation of British Columbia. The Insurance Corporation of British Columbia may only use your personal information for other purposes as authorized by law.

Disclosure to the Canada Border Services Agency

The Insurance Corporation of British Columbia will disclose the following personal information of approved EDL applicants to the Canada Border Services Agency:

- | | | |
|------------------------------|---|---|
| • digital image (photograph) | • optical character recognition (OCR) unique identifier | • radio frequency identification (RFID) unique identifier |
| • first name | • licence issuing province | • tag ID |
| • last name | • licence expiration date | • document type |
| • date of birth | • licence status and status changes | • issuance date |
| • gender | • issuing country | • serial number |
| • citizenship | | |

The Canada Border Services Agency will store the information in a secure database located in Canada. The Canada Border Services Agency will act as an intermediary between the Insurance Corporation of British Columbia and the United States Customs and Border Protection. In addition, the Canada Border Services Agency may collect, use, disclose, store and retain your personal information for the purpose of the administration and enforcement of the *Immigration and Refugee Protection Act* and for other purposes only as authorized by law.

Disclosure to the United States Customs and Border Protection

The Canada Border Services Agency will disclose the following personal information to the United States Customs and Border Protection each time you present your EDL at a United States land or water border crossing:

- | | | |
|------------------------------|---|---|
| • digital image (photograph) | • citizenship | • issuing country |
| • first name | • optical character recognition (OCR) unique identifier | • radio frequency identification (RFID) unique identifier |
| • last name | • issuing province | • tag ID |
| • date of birth | • expiration date | • document type |
| • gender | • status and status changes | |

The United States Customs and Border Protection may store, use and disclose your personal information to determine your eligibility to enter or remain in the United States, and only for other purposes as authorized by United States law. It is important to note that the United States Customs and Border Protection already collects and stores information when you cross the U.S. border from the documents that you currently present to prove your identity and citizenship. While the Government of Canada has signed an information-sharing agreement with the U.S. government that restricts the use of personal information related to the EDL program, the Insurance Corporation of British Columbia has no control over the use and disclosure of your information by the United States Customs and Border Protection.

EDL Personal Information Consent Form—page 3 of 4



British Columbia's Enhanced Driver's Licence Personal Information Consent

Disclosure to Citizenship and Immigration Canada

The Insurance Corporation of British Columbia may disclose the following personal information to Citizenship and Immigration Canada:

- full name (first and last names, and other names, if applicable)
- date of birth
- gender
- copy of the citizenship questionnaire
- EDL application number
- date the review of documentary evidence of Canadian citizenship status completed
- interview location
- scanned copy of your consent form
- scanned copies of all citizenship and supporting documents
- application decision

Citizenship and Immigration Canada may collect your personal information and use it for conducting quality assurance on the citizenship verification elements of your EDL application. In addition, your personal information may be used for evaluation of the EDL program and for other purposes only as authorized by law.

Citizenship and Immigration Canada may also disclose personal information to the Insurance Corporation of British Columbia for the purposes set out above.

Revoking Consent

At any time, you may revoke the consent you have given regarding the use, disclosure, storage and retention of your personal information in connection with your EDL by attending any Insurance Corporation of British Columbia Driver Licensing Centre. If you revoke this consent you will no longer be eligible to hold an EDL, but may exchange your EDL for a non-enhanced British Columbia driver's licence. However, your personal information will remain part of your driver's licence record and will be retained by the Insurance Corporation of British Columbia.

In addition, once your personal information has been disclosed to the Canada Border Services Agency and Citizenship and Immigration Canada, your personal information will be retained for such a period as required under the federal *Privacy Act* and *Library and Archives of Canada Act*. The revocation of your consent may not affect the continuing use, storage and disclosure of such information by the United States Customs and Border Protection in connection with your EDL. In particular, it is important to recognize that the Insurance Corporation of British Columbia has no control over how the United States Customs and Border Protection and other United States authorities may store, use and disclose your personal information once it is disclosed to them.

EDL RFID Technology

Your EDL will contain an embedded Gen 2 vicinity radio frequency identification (RFID) chip to facilitate border crossing. The RFID chip embedded in the EDL contains a number, unique to the EDL that the United States will send to the Canada Border Services Agency to retrieve the EDL holder's personal EDL information listed above. The EDL is being provided with a sleeve for the additional protection of the unique number. The RFID chip also contains a unique Tag ID number which is used to prevent cloning of the EDL card. No other information is on the chip.

Acknowledgement regarding British Columbia Driver's Licence

Nothing in this consent restricts or affects the collection, use, storage and disclosure by the Insurance Corporation of British Columbia of your personal information with respect to your standard British Columbia driver's licence. This consent also applies to any and all future changes to your personal information, including a change of address.

Authorities

Your personal information is collected pursuant to section 25 of the British Columbia *Motor Vehicle Act* and section 26 of the British Columbia *Freedom of Information and Protection of Privacy Act* (FIPPA) and will be stored, used and disclosed as authorized under FIPPA. Provision of your personal information to the Insurance Corporation of British Columbia is voluntary. However, refusal to provide the personal information requested will result in your ineligibility to receive an EDL.

EDL Personal Information Consent Form—page 4 of 4



British Columbia's Enhanced Driver's Licence Personal Information Consent

For more information

If you have any questions about privacy protection, you may contact the Insurance Corporation of British Columbia's Privacy and Freedom of Information department at 604-661-6828.

For federal information and privacy protection enquiries on EDL, you may visit:

- the Canada Border Services Agency website at www.cbsa-asfc.gc.ca or email cbsa-asfc@canada.gc.ca, or
- the Citizenship and Immigration Canada website at www.cic.gc.ca or phone 1-888-242-2100.

For United States privacy protection enquiries, you may visit the United States Customs and Border Protection website at www.cbp.gov.

I, the undersigned, consent to:

- i) the collection and use by the Insurance Corporation of British Columbia of my personal information in accordance with the purposes set out in this form;
- ii) the subsequent disclosure of my personal information set out in this form to the applicable vital statistics agency for the purposes set out in this form, and the disclosure of my personal information by the vital statistics agency to the Insurance Corporation of British Columbia for the purposes set out in this form;
- iii) the subsequent disclosure, storage and retention of my personal information set out in this form to the Canada Border Services Agency for the purposes set out in this form;
- iv) the subsequent disclosure, storage and retention of my personal information set out in this form by the Canada Border Services Agency to the United States Customs and Border Protection for the purposes set out in this form
- v) the subsequent disclosure of my personal information set out in this form to Citizenship and Immigration Canada for the purposes set out in this form, and the disclosure of my personal information set out in this form by Citizenship and Immigration Canada to the Insurance Corporation of British Columbia for the purposes set out in this form; and
- vi) the use of Radio Frequency Identification Technology (RFID) on my EDL for transmission of a unique number that the United States Customs and Border Protection Agency can use to obtain my EDL information from CBSA for border crossing purposes.

I acknowledge that I have read and understand the Insurance Corporation of British Columbia's information guide entitled "Your Guide to B.C.'s Enhanced Driver's Licence Program."

I further understand and agree that this consent also applies to any and all future changes to my personal information.

NAME OF APPLICANT (please print) _____ SIGNATURE _____ DATE _____

Do not sign

A parent/legal guardian must complete the following section if the applicant applying for a British Columbia Enhanced Identification Card is under 19 years of age.

I, _____ am the parent/legal guardian of _____.
I have read and understand the above Consent Form and support the minor named above for an Enhanced Identification Card.

SIGNATURE OF PARENT/LEGAL GUARDIAN _____

DATE _____

Do not sign

PARENTAL/LEGAL GUARDIAN IDENTIFICATION TYPE _____

IDENTIFICATION NUMBER _____

EIC Personal Information Consent Form—page 1 of 4



British Columbia's Enhanced Identification Card Personal Information Consent

Please read the following information carefully and sign where indicated to confirm your consent. This form must only be signed at the time of your in-person interview.

This form serves as your consent to the management by the Insurance Corporation of British Columbia of your personal information in connection with your British Columbia Enhanced Identification Card (EIC). This includes:

- the collection, use, and storage of your personal information by the Insurance Corporation of British Columbia;
- the disclosure of your personal information by the Insurance Corporation of British Columbia to:
 - the British Columbia Vital Statistics Agency and other applicable provincial/territorial vital statistics agencies, and the disclosure of your personal information by these agencies to the Insurance Corporation of British Columbia;
 - Citizenship and Immigration Canada and the disclosure of your personal information by Citizenship and Immigration Canada to the Insurance Corporation of British Columbia; and
 - the Canada Border Services Agency;
- the disclosure of your personal information by the Canada Border Services Agency to the United States Customs and Border Protection each time your EIC is presented at a United States land or water border crossing.

Collection of Personal Information

The Insurance Corporation of British Columbia may collect the following personal information from you during the EIC application process:

Standard Identification Card Information

- name
- gender
- eye colour
- address
- height
- photo
- date of birth
- weight
- signature

Citizenship information including:

- All information contained on one of the following documents, as documentary evidence of Citizenship;
 - Provincial or Territorial Birth Certificate
 - Certificate of Canadian citizenship
 - Retention Certificate (issued between January 1, 1947 and February 14, 1977)
 - Naturalization Certificate (issued before January 1, 1947)
 - Registration of Birth Abroad Certificate (issued between January 1, 1947 and February 14, 1977 by Canadian citizenship authorities)
- Responses to the questions on the citizenship questionnaire
- Your personal information disclosed to the Insurance Corporation of British Columbia by Citizenship and Immigration Canada as set out in this form.

EIC entitlement information including:

- Responses to the questions on the Entitlement-to-Travel questionnaire

Other personal information obtained during your EIC application process

EIC Personal Information Consent Form—page 2 of 4



British Columbia's Enhanced Identification Card Personal Information Consent

Use of Personal Information

Your personal information may be used by the Insurance Corporation of British Columbia for the following purposes:

- processing your EIC application and determining your eligibility to hold an EIC, including verification of birth certificate information and EIC entitlement status, and the examination of documentary evidence of Canadian citizenship
- issuing you an EIC
- ongoing purposes related to the EIC
- ongoing purposes related to your identification card generally

In addition to the above, your personal information may be used for evaluation of the EIC program by the Canada Border Services Agency, Citizenship and Immigration Canada and the Insurance Corporation of British Columbia. The Insurance Corporation of British Columbia may only use your personal information for other purposes as authorized by law.

Disclosure to the Canada Border Services Agency

The Insurance Corporation of British Columbia will disclose the following personal information of approved EIC applicants to the Canada Border Services Agency:

- digital image (photograph)
- first name
- last name
- date of birth
- gender
- citizenship
- optical character recognition (OCR) unique identifier
- identification card issuing province
- identification card expiration date
- identification card status and status changes
- issuing country
- radio frequency identification (RFID) unique identifier
- tag ID
- document type
- issuance date
- serial number

The Canada Border Services Agency will store the information in a secure database located in Canada. The Canada Border Services Agency will act as an intermediary between the Insurance Corporation of British Columbia and the United States Customs and Border Protection. In addition, the Canada Border Services Agency may collect, use, disclose, store and retain your personal information for the purpose of the administration and enforcement of the *Immigration and Refugee Protection Act* and for other purposes only as authorized by law.

Disclosure to the United States Customs and Border Protection

The Canada Border Services Agency will disclose the following personal information to the United States Customs and Border Protection each time you present your EIC at a United States land or water border crossing:

- digital image (photograph)
- first name
- last name
- date of birth
- gender
- citizenship
- optical character recognition (OCR) unique identifier
- identification card issuing province
- identification card expiration date
- identification card status and status changes
- issuing country
- radio frequency identification (RFID) unique identifier
- tag ID
- document type

The United States Customs and Border Protection may store, use and disclose your personal information to determine your eligibility to enter or remain in the United States, and only for other purposes as authorized by United States law. It is important to note that the United States Customs and Border Protection already collects and stores information when you cross the U.S. border from the documents that you currently present to prove your identity and citizenship. While the Government of Canada has signed an information-sharing agreement with the U.S. government that restricts the use of personal information related to the EIC program, the Insurance Corporation of British Columbia has no control over the use and disclosure of your information by the United States Customs and Border Protection.

EIC Personal Information Consent Form—page 3 of 4



British Columbia's Enhanced Identification Card Personal Information Consent

Disclosure to Citizenship and Immigration Canada

The Insurance Corporation of British Columbia may disclose the following personal information to Citizenship and Immigration Canada:

- full name (first and last names, and other names, if applicable)
- date of birth
- gender
- copy of the citizenship questionnaire
- EIC application number
- date the review of documentary evidence of Canadian citizenship status completed
- interview location
- scanned copy of your consent form
- scanned copies of all citizenship and supporting documents
- application decision

Citizenship and Immigration Canada may collect your personal information and use it for conducting quality assurance on the citizenship verification elements of your EIC application. In addition, your personal information may be used for evaluation of the EIC program and for other purposes only as authorized by law.

Citizenship and Immigration Canada may also disclose personal information to the Insurance Corporation of British Columbia for the purposes set out above.

Revoking Consent

At any time, you may revoke the consent you have given regarding the use, disclosure, storage and retention of your personal information in connection with your EIC by attending any Insurance Corporation of British Columbia Driver Licensing Centre. If you revoke this consent you will no longer be eligible to hold an EIC, but may exchange your EIC for a non-enhanced British Columbia Identification Card. However, your personal information will remain part of your identification card record and will be retained by the Insurance Corporation of British Columbia.

In addition, once your personal information has been disclosed to the Canada Border Services Agency and Citizenship and Immigration Canada, your personal information will be retained for such a period as required under the federal *Privacy Act and Library and Archives of Canada Act*. The revocation of your consent may not affect the continuing use, storage and disclosure of such information by the United States Customs and Border Protection in connection with your EIC. In particular, it is important to recognize that the Insurance Corporation of British Columbia has no control over how the United States Customs and Border Protection and other United States authorities may store, use and disclose your personal information once it is disclosed to them.

EIC RFID Technology

Your EIC will contain an embedded Gen 2 vicinity radio frequency identification (RFID) chip to facilitate border crossing. The RFID chip embedded in the EIC contains a number, unique to the EIC that the United States will send to the Canada Border Services Agency to retrieve the EIC holder's personal EIC information listed above. The EIC is being provided with a sleeve for the additional protection of the unique number. The RFID chip also contains a unique Tag ID number which is used to prevent cloning of the EIC card. No other information is on the chip.

Authorities

Your personal information is collected pursuant to the Voluntary Identification Card Regulation and section 26 of the British Columbia *Freedom of Information and Protection of Privacy Act* (FIPPA) and will be stored, used and disclosed as authorized under FIPPA. Provision of your personal information to the Insurance Corporation of British Columbia is voluntary. However, refusal to provide the personal information requested will result in your ineligibility to receive an EIC.

EIC Personal Information Consent Form—page 4 of 4



British Columbia's Enhanced Identification Card Personal Information Consent

For more information

If you have any questions about privacy protection, you may contact the Insurance Corporation of British Columbia's Privacy and Freedom of Information department at 604-661-6828.

For federal information and privacy protection enquiries on EIC, you may visit:

- the Canada Border Services Agency website at www.cbsa-asfc.gc.ca or email cbsa-asfc@canada.gc.ca, or
- the Citizenship and Immigration Canada website at www.cic.gc.ca or phone 1-888-242-2100.

For United States privacy protection enquiries, you may visit the United States Customs and Border Protection website at www.cbp.gov.

I, the undersigned, consent to:

- i) the collection and use by the Insurance Corporation of British Columbia of my personal information in accordance with the purposes set out in this form;
- ii) the subsequent disclosure of my personal information set out in this form to the applicable vital statistics agency for the purposes set out in this form, and the disclosure of my personal information by the vital statistics agency to the Insurance Corporation of British Columbia for the purposes set out in this form;
- iii) the subsequent disclosure, storage and retention of my personal information set out in this form to the Canada Border Services Agency for the purposes set out in this form;
- iv) the subsequent disclosure, storage and retention of my personal information set out in this form by the Canada Border Services Agency to the United States Customs and Border Protection for the purposes set out in this form
- v) the subsequent disclosure of my personal information set out in this form to Citizenship and Immigration Canada for the purposes set out in this form, and the disclosure of my personal information set out in this form by Citizenship and Immigration Canada to the Insurance Corporation of British Columbia for the purposes set out in this form; and
- vi) the use of Radio Frequency Identification Technology (RFID) on my EIC for transmission of a unique number that the United States Customs and Border Protection Agency can use to obtain my EIC information from CBSA for border crossing purposes.

I acknowledge that I have read and understand the Insurance Corporation of British Columbia's information guide entitled "*Your Guide to B.C.'s Enhanced Driver's Licence Program.*"

I further understand and agree that this consent also applies to any and all future changes to my personal information.

Do not sign

NAME OF APPLICANT (please print)

SIGNATURE

DATE

A parent/legal guardian must complete the following section if the applicant applying for a British Columbia Enhanced Identification Card is under 19 years of age.

I, _____ am the parent/legal guardian of _____.

I have read and understand the above Consent Form and support the minor named above for an Enhanced Identification Card.

Do not sign

SIGNATURE OF PARENT/LEGAL GUARDIAN

DATE

PARENTAL/LEGAL GUARDIAN IDENTIFICATION TYPE

IDENTIFICATION NUMBER

appendix b: citizenship questionnaire

Citizenship Questionnaire, How to guide—page 1 of 2



Completing the Citizenship Questionnaire for a B.C. Enhanced Driver's Licence or an Enhanced Identification Card – How to Guide

Overview

To apply for an Enhanced Driver's Licence (EDL) or Enhanced Identification Card (EIC) you must complete the Citizenship Questionnaire and provide a document from the list below as evidence that you are a Canadian citizen. This questionnaire will assist the Insurance Corporation of B.C. (ICBC) in determining if your documentary evidence of citizenship is satisfactory to obtain an EDL or EIC or if you need to obtain a new document before you apply for an EDL or EIC.

Acceptable Documentary Evidence of Canadian Citizenship

You must present one of the following (original) documents when you apply for an EDL or EIC:

- **Provincial or Territorial Birth Certificate** — issued to persons born in Canada.
- **Citizenship Certificate** (also known as a **Certificate of Canadian Citizenship**) — large form issued from January 1, 1947 to February 14, 1977 and small wallet-sized card issued from 1954 to the present. A citizenship certificate is issued to persons at the time they are granted citizenship (naturalized); to Canadians born abroad to a Canadian parent; and to any Canadian who submits an application for a citizenship certificate (including persons born in Canada).
- **Registration of Birth Abroad Certificate** — issued by Canadian citizenship authorities between January 1, 1947 and February 14, 1977 to persons born abroad to a Canadian parent.
- **Retention Certificate** — issued between January 1, 1947 and February 14, 1977 to persons born abroad to a Canadian parent and who retained citizenship.
- **Naturalization Certificate** — issued before January 1, 1947 to persons who were naturalized after immigrating to Canada.

How to Complete the Citizenship Questionnaire

Section 1:

Write your surname/last name, given name(s) and your date of birth as shown on the document you will present as evidence of citizenship on the Citizenship Questionnaire.

Section 2:

List any other names that you are currently using or that you have used in the past including nicknames. Also include any other names that appear on any of your personal identification.

Section 3:

Review the list of acceptable documents. Check the box corresponding to the document that you will present at your interview and write in the spaces provided:

- Registration number (Write the registration number only if there is one. If your document has a registration number, the registration number could appear on the front or on the back of the document.)
- Certificate number
- Date of issue (Write the date of issue as it appears on your document. Some documents may only show a year or a month and year.)

Section 4:

Read the description for each question carefully to determine which questions you must answer.

- You must answer question 1 (all applicants must answer question 1).
- Answer question 2 only if you were born in Canada.
- Answer questions 3 and 4 if you were born in Canada before 1947 or if you will present a Naturalization Certificate issued before January 1, 1947. If you answered 'yes' to question 4 and your parents were naturalized on different dates, write both dates.

Note: A naturalized citizen is a person who is not a citizen of that country by birth but has taken steps to become an immigrant and then applied, and was granted, citizenship by that country.

Answer questions 5, 6 and 7 if you were born outside Canada.

Citizenship Questionnaire, How to guide—page 2 of 2



Completing the Citizenship Questionnaire for a B.C. Enhanced Driver's Licence or an Enhanced Identification Card – How to Guide

What happens next?

Please review the questions on the Citizenship Questionnaire and be prepared to answer all questions at your application interview. You may wish to fill in your answers on the copy provided and bring the copy to your interview to ensure you have the necessary information to complete the questionnaire during your interview. You will be required to sign a signature page at the end of your application interview which is your acknowledgement that all answers you provide are true and accurate to the best of your knowledge.

Acceptable Documentary Evidence of Citizenship

Your completed questionnaire and your documentary evidence of citizenship support your declaration that you are a Canadian citizen at the time you apply for an EDL or EIC.

See table 1 below for a list of acceptable documents. You must present one (original) document when you apply for an EDL or EIC.

Table 1: Acceptable documents to bring to your interview

Question	Your Answer	Acceptable Documents
1, 2, 3, 4, 5, 6 or 7	No	If you answered 'no' to all the questions that you were required to answer in section 4, you must present one of the following documents: <ul style="list-style-type: none"> • Provincial or Territorial Birth Certificate • Citizenship Certificate • Registration of Birth Abroad Certificate • Retention Certificate • Naturalization Certificate
Note: If you answered 'yes' to one or more of the questions, see below to check if your document is acceptable. If you do not have an acceptable document as listed below, you must obtain one before you attend your interview.		
1, 3, 4, or 5	Yes	You must present one of the following documents issued after the date (or dates) you indicated in question 1, 3, 4 or 5: <ul style="list-style-type: none"> • Citizenship Certificate • Registration of Birth Abroad Certificate • Retention Certificate • Naturalization Certificate For example, if you indicated that you became a citizen of another country (naturalized) in 1945, you must present a document from the list above that was issued after 1945.
2	Yes	You must present a Citizenship Certificate.
6	Yes	You must present one of the following documents: <ul style="list-style-type: none"> • Retention Certificate issued between January 1, 1947 and February 14, 1977 • Citizenship Certificate issued after your 24th birthday • Citizenship Certificate issued on or after February 15, 1977.
7	Yes	You must present a Citizenship Certificate issued after January 1, 2007.

To apply for a Citizenship Certificate, you must complete an Application for a Citizenship Certificate and pay the applicable fees. You can download and print the application from the Citizenship and Immigration Canada (CIC) website at www.cic.gc.ca or call the CIC Call Centre at 1-888-242-2100 to have an application mailed to you. For more information about Canadian citizenship please visit the CIC website.

Citizenship Questionnaire—page 1 of 2



Citizenship Questionnaire for a B.C. Enhanced Driver's Licence or Enhanced Identification Card

1) Write your name and date of birth as they appear on your document (see list of acceptable documents in section 3 below).

SURNAME/LAST NAME	DATE OF BIRTH (yyyy/mm/dd)
GIVEN NAME(S)	

2) List all other names you have used in the past or that you are now using.

SURNAME/LAST NAME	GIVEN NAME(S)

3) You must present one of the following original documents as evidence of citizenship when you attend your interview to apply for an EDL/EIC. Check the one that you will present and provide the document details below:

- Provincial or Territorial Birth Certificate (persons born in Canada)
- Citizenship Certificate (Certificate of Canadian Citizenship)
- Retention Certificate (issued between January 1, 1947 and February 14, 1977)
- Naturalization Certificate (issued before January 1, 1947)
- Registration of Birth Abroad Certificate (issued between January 1, 1947 and February 14, 1977 by Canadian citizenship authorities)

Provide the following information exactly as it appears on your document:

- Registration number (if applicable): _____
- Certificate number: _____
- Date of issue: _____

4) Please answer the following questions by providing a checkmark (✓).

Questions	Yes	No
<p>Complete question 1 (all applicants).</p> <p>1. Did you renounce (give up) your Canadian citizenship, i.e. applied to renounce your Canadian citizenship with the Canadian government?</p> <p>If yes, write the date you renounced (yyyy/mm/dd): _____ / _____ / _____</p>		
<p>Complete question 2 if you were born in Canada.</p> <p>2. At the time of your birth, was one of your parents employed in Canada by a foreign government or international organization and did that parent have diplomatic status in Canada?</p>		
<p>Complete questions 3 and 4 if you were born in Canada before 1947 or if you are presenting a Naturalization Certificate issued before 1947.</p> <p>3. Did you become a naturalized citizen of another country before 1947 and while you were 21 years of age or older?</p> <p>If yes, write the date you were naturalized (yyyy/mm/dd): _____ / _____ / _____</p>		
<p>4. Did one (or both) of your parents become a naturalized citizen of another country before 1947 and while you were under 21 years of age?</p> <p>If yes, write the date(s) they were naturalized (yyyy/mm/dd): _____ / _____ / _____</p>		

Citizenship Questionnaire—page 2 of 2

Questions	Yes	No
<p>Complete questions 5, 6 and 7 if you were born outside Canada.</p> <p>5. Has the Canadian Government revoked (taken away) your Canadian citizenship? If yes, write the date your citizenship was revoked: (yyyy/mm/dd): _____ / _____ / _____</p>		
<p>6. Are all of the following statements true?</p> <ul style="list-style-type: none"> • you were born outside Canada to a Canadian parent between January 1, 1947 and February 14, 1977; • your documentary evidence of citizenship was issued before February 15, 1977; • you turned 24 years old before February 15, 1977 and you were residing outside Canada on your 24th birthday; • you did not obtain citizenship through the naturalization process (you have not been granted Canadian citizenship after immigrating to Canada); • your parents were born outside Canada; • at least one of your parents was born to a Canadian parent; and • your parents did not obtain citizenship through the naturalization process before you were born (i.e. neither parent was granted Canadian citizenship after immigrating to Canada before you were born). 		
<p>7. Are all of the following statements true?</p> <ul style="list-style-type: none"> • you were born outside Canada to a Canadian parent between February 15, 1977 and April 16, 1981; • your Citizenship Certificate was issued before January 1, 2007; • you do not have a retention certificate issued on or after February 15, 1977; • you did not obtain citizenship through the naturalization process (you have not been granted Canadian citizenship after immigrating to Canada); • your parents were born outside Canada; • at least one of your parents was born to a Canadian parent and your parent's birth was not registered with citizenship authorities until February 15, 1977 or later; and • your parents did not obtain citizenship through the naturalization process before you were born (i.e. neither parent was granted Canadian citizenship after immigrating to Canada before you were born). 		

