

PROOF OF RESIDENCE IN ALBERTA USING A COMMUNITY INDIVIDUAL

As most guarantors' office are now closed, applicants may request a neighbor or the parent of a child's friend to confirm your presence in Alberta. Multiple letters are not required.

My neighbor:

1. **Must** be 18 years of age or older
2. **Must** be present in Alberta for the entire period between December 1, 2019 to May 15, 2020.
3. **Must** be available for contact by email or telephone by the AIMG Program weekdays during the daytime throughout the file review period (July 31 to September 30, 2020),
4. **Must** have personally known the applicant for at least 6 months,
5. **CANNOT** be just an acquaintance. Your guarantor must be someone who knows you well and who can swear to your residence status in Alberta and has no vested interest in your eligibility. Detailed explanations are expected.
6. **Must** not be family (through marriage or otherwise),
7. **Must** be able to confirm the location and duration of the applicant's **place of residence** within neighborhood. Detailed explanations are expected.
8. **CANNOT** be an individual who is applying to the AIMG Program 2021 Cycle or a family member or a person residing at the same address as the applicant; and,
9. **Must** understand that deceptive or fabricated documentation provided on behalf of the applicant to the AIMG PROGRAM is sufficient cause for the AIMG PROGRAM to disqualify the applicant's application from this and potentially future AIMG Program cycles.

Guarantor must perform the following tasks free of charge:

1. Independently prepare the guarantor letter (letter content checklist on next page).
2. Be available for contact by the AIMG Program weekdays during the daytime throughout the file review period (July 31 – September 30, 2020) to confirm the applicant's presence in Alberta and the details within the letter prepared by the guarantor.

All proofs provided are subject to AIMG Program source verification.

Guarantor Letter Guidelines for **Community Individuals** (e.g. Neighbor or parent of child's friend)

It is the applicant's responsibility to ensure that letter(s) in support of the applicant's AIMG Program application contain(s) all the following:

Electronic copy of the guarantor letter completed independently indicating guarantor street/ mailing address

Date the letter was prepared (must be dated between May 15 to July 3, 2020)

Applicant's full name

Applicant's current address

Place of residence:

- Length of time applicant has lived at current Alberta address
- Length of time you have known the applicant (at least 6 months)
- What is the nature of your relationship (ex. neighbors for "x" number of years, participate in activities together, children play together, are on the same team, or participate in activities)

Daytime phone number of the guarantor. (Must be available for contact by telephone or email by the AIMG Program (July 31 to September 30, 2020), and

Original or electronic signature of the guarantor

Letter uploaded directly to the Supporting Documents Upload page by the applicant

Notes to Applicants:

- **Applicant or Guarantor P.O. Boxes are not accepted.**
- **All proofs provided are subject to AIMG Program source verification.**

SAMPLE LETTER

May 15, 2020 ¹

Scott Walker ²
Apt 123, 1500 Circle Crescent NW
Calgary, Alberta T2T 2T2

Subject: Letter of Guarantee for Jane Doe

To Alberta International Medical Graduate Program,

This letter confirms that Jane Doe lives at 2700 Circle Crescent NW ³ and has been living in my neighborhood and has been a friend ⁴ for approximately 9 years ⁵. We talk on the phone about once a week and our children are good friends and often play together in either of our homes. Additionally, we meet every 2 weeks to walk our dogs in the park and get together once a month for dinner. ⁶

For further information and/or to confirm regarding the above, please contact me directly at 403-123-4567 ⁷ Monday to Friday between 9:00 am -3:00 pm.

Respectfully,

 ⁸

Scott Walker

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- ¹ Date letter was prepared. Must not be before May 15, 2020
 - ² Name and address of guarantor (writer of the letter)
 - ³ Applicant's name and address
 - ⁴ Applicant's relationship to guarantor
 - ⁵ Length of time guarantor has known friend.
 - ⁶ Description of activity and frequency of participation
 - ⁷ Daytime phone number for verification (Must be available from July 31- September 30, 2020)
 - ⁸ Guarantor's signature.