



MANITOBA METIS FEDERATION INC.

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Temporary Contactless Application Submission For Citizenship and Harvester Cards

The Central Registry Office has implemented temporary changes to the Citizenship and Harvester application process during the Covid-19 Pandemic to ensure the safety of our applicants, citizens, and staff. As all MMF Regional Offices are temporarily closed to the public, applications for Citizenship and Harvester cards may be submitted via mail or email during this time.

Application Checklist

Each applicant must provide:

- Completed Application Form**
 - Copy of Birth Certificate with parents' names listed or Baptismal Certificate with parents' names listed**
 - Genealogy completed by the St. Boniface Historical Society** (*If you experience difficulty with obtaining a genealogy due to circumstances related to the pandemic, please contact the Central Registry Office for assistance*)
- Photocopy of Government Issued Photo Identification**
- Application Photo**
- Application Payment**

Application Documents

Application Form

The application package is available online: <http://www.mmf.mb.ca/membership.php> If an applicant is under 18 years old a parent or guardian must sign in their place. All applicant signatures must be witnessed by someone over the age of 18.

As a temporary measure to reduce contact, the Local Authority Signature on page 10 of the application is not mandatory for submission. Instead, you can identify the Local you wish to join on page 3 of the application where it reads "MMF Local Affiliation." Your Local must correspond to the Region you intend to apply to. A list of Locals from each MMF Region can be found here: http://www.mmf.mb.ca/docs/MMF_Locals_Map_Dec_2015.pdf

Birth Documentation

Applicants must provide a copy of an official document that confirms a connection between themselves and their parent(s). Applicants can use their birth certificate with parents' names listed, a baptismal certificate with parents' names listed, a long form marriage record, an official birth registration form, etc.

A birth certificates with parents' names listed can be ordered from the Vital Statistics Department of the Province in which you were born. If you were born in Manitoba, instructions for ordering Birth documents can be found here: <https://vitalstats.gov.mb.ca/>

Genealogy

Applicants must provide an official genealogy completed by the St. Boniface Historical Society that demonstrates a connection to the historic Métis Nation homeland. The St. Boniface Historical Society is currently closed to the public due to the Provincial Public Health mandate Order instituted in response to the Covid-19 Pandemic, however they are currently taking requests via email and telephone. Information about the St. Boniface Historical Society and updates on the status of their closure can be found on their website: <https://shsb.mb.ca/en/genealogy>

Applicants may submit the genealogy of a relative when applying but, must provide all necessary supporting documentation to demonstrate a direct connection to a relative listed on the genealogy. If an applicant does not have a genealogy, but intends to utilize the genealogy of a relative that is already on file with the Central Registry Office, please contact the office regarding availability and any additional documentation that may be required for its use at (204 586 8474) or citizenship@mmf.mb.ca

Photo Identification

Applicants must provide a copy of government issued photo identification. Identification criteria can be met with a Provincial Driver's Licence, Provincial Identification Card, Passport, Possession and Acquisition Licence (PAL), etc. If an applicant does not have government issued photo identification, they may also provide a photocopy of their Manitoba Health Card.

Please note that an applicant must be resident in Manitoba to be eligible for a Harvester card. Please ensure to provide a copy of the applicant's Manitoba Health Card or Government Identification Card with current address to prove Manitoba residency.

Application Photos

A photo of the applicant is required to produce the Citizenship card and Harvester card. Passport photos from Shoppers Drug Mart, Walmart, etc. are acceptable however, applicants can also submit a passport quality photo they take of themselves via email. Photos can be taken with a cellphone, digital camera, laptop, tablet, etc., but they must meet application specifications.

An acceptable application photo is taken the same way as you would a Canadian Passport photo. Use a neutral expression with a closed mouth, do not smile and ensure eyes are open and looking directly at the camera. Please refrain from wearing glasses, hats, large hair accessories, etc. Use a white or near white background, try to ensure that the photo is well-lit and avoid any shadows, if possible. Please incorporate the applicant's head, shoulders and chest while providing ample clearance (white space), above the applicant's head.

Please refer to the attached "*Guidelines for Passport Photo*" document for further information on how to take an acceptable photo. If you have any questions or need assistance with how to take a proper photo, please contact the Central Registry Office and we would be happy to assist you with this.

Application Payment

The cost associated with the application for a Citizenship card is \$10.00, however if an applicant is 55 years of age or older, the Citizenship card fee is waived. The Harvester Card is optional, you do not have to apply for it if you do not wish to have it. If an applicant would like to apply for the Harvester Card it is an additional \$10.00 fee, however if an applicant is 55 years of age or older, the Harvester card fee is also waived.

Currently application payment can only be accepted via mail. If you are applying via mail, please include your application payment by means of cash or money order with your application package. We unfortunately cannot accept personal cheques. Money orders can be obtained at the Post Office or your financial institution and can be made payable to the Manitoba Metis Federation.

If you are applying via email, please send your complete application package with all required documentation to: citizenship@mmf.mb.ca, confirmation of receipt will follow with payment instructions.

Application Submission

Please ensure your application package is complete by using the checklist provided on page 1 of this document before application submission.

Email Submission

Please submit your complete application package with all required documentation to citizenship@mmf.mb.ca

Please send one application package per email. Provide the applicant's first and last name in the subject line of the email. PDF is preferred for application document attachments, though clear and legible photos of application documents in JPEG format may also be accepted. Confirmation of application receipt will follow with payment instructions as files are processed. Please retain all original documents.

Mail Submission

Complete application packages can be mailed to your Regional Office directly. Ensure all required documentation is included in your package. If you intend to provide the required application photos via email please ensure that your email address is included on the application form, Regional Office staff will contact you directly for application photo submission.

The mailing address and contact information for each MMF Regional Office can be found below. Please mail your package to the attention of the "Regional Registry Clerk" or "Citizenship".

<p>Northwest Regional Office 204 638 9485</p> <p>Manitoba Metis Federation Northwest Metis Council Inc. 40 – 1st Avenue NW Dauphin, MB R7N 1G7</p>	<p>Interlake Regional Office 204 646 2706</p> <p>Manitoba Metis Federation Interlake Metis Association Inc. PO Box 390 St. Laurent, MB R0C 2S0</p>	<p>Southeast Regional Office 204 754 2721</p> <p>Manitoba Metis Federation Southeast Regional Metis Corp. PO Box 13 Grand Marais, MB R0E 0T0</p>
<p>Southwest Regional Office 204 725 7520</p> <p>Manitoba Metis Federation Southwest Regional Office Inc. 656 – 6th Street Brandon, MB R7A 3P1</p>	<p>The Pas Regional Office 204 623 5701</p> <p>Manitoba Metis Federation The Pas Region Inc. PO Box 2467 The Pas, MB R9A 1M2</p>	<p>Thompson Regional Office 204 677 1430</p> <p>Manitoba Metis Federation Thompson Regional Office 171 Cree Road Thompson, MB R8N 1P1</p>
<p>Winnipeg Regional Office 204 589 4327</p> <p>Manitoba Metis Federation Winnipeg Metis Association Inc. 10 – 150 Henry Avenue Winnipeg, MB R3B 0J7</p>	<p>If you have any questions, please do not hesitate to contact us:</p> <p>Central Registry Office Manitoba Metis Federation 204 586 8474 citizenship@mmf.mb.ca</p>	