*<<Insert Air Carrier Address here>>*

**Federal Vaccine Mandate – Passenger Confirmation Template**

Under Transport Canada requirements, travellers must confirm their eligibility to board a flight from a specified airport in Canada (*Interim Order Respecting Certain Requirements for Civil Aviation Due to COVID-19)*. **Travellers must have the appropriate documents to prove this eligibility prior to entering the secure area of the airport and/or boarding a flight.**

**Section 1: Routing/Traveller Details**

|  |  |
| --- | --- |
| Flight number | Date of departure |

Complete the table below with the names of all travelers, aged 12 (+ 4 months) and older, travelling under the same reservation and flight number:

|  |  |
| --- | --- |
| Name of Traveller: | Name of Traveller: |
| Name of Traveller: | Name of Traveller: |
| Name of Traveller: | Name of Traveller: |
| Name of Traveller: | Name of Traveller: |

**Section 2: Privacy and Information Sharing**

Your privacy is important to us. Please note that [*name of air carrier/company name*] is subject to applicable privacy legislation with respect to the handling of your personal information. The personal information in this form may be provided to and used by Transport Canada for the purpose of audit and enforcement. The Minister of Transport may collect this personal information pursuant to the *Aeronautics Act* and *the Interim Order Respecting Certain Requirements for Civil Aviation Due to COVID-19*. In the event that any personal information is provided to Transport Canada, it will only be used and disclosed by Transport Canada in accordance with the *Privacy Act*. The personal information collected, as well as its use, disclosure and retention is described in the personal information bank entitled TC PPU 015 and other applicable personal information banks which are published on Transport Canada’s [Info Source page](https://tc.canada.ca/en/info-source). Given that the applicable Personal Information Banks are currently being modified and/or developed, please visit the following website for more information: [COVID-19 Boarding flights, trains and cruise ships in Canada](https://travel.gc.ca/travel-covid/travel-restrictions/domestic-travel?_ga=2.169478179.348321895.1635476001-2060080422.1630614541). Under the provisions of the *Privacy Act*, individuals have the right of access to, correction of and protection of their personal information. Instructions for obtaining personal information are provided in Info Source, a copy of which is available in major public and academic libraries or online at <http://infosource.gc.ca>. Individuals who wish to exercise their right to complaint under the *Privacy Act* about the handling of their personal information may do so by filing a complaint with the [Office of the Privacy Commissioner](https://www.priv.gc.ca/en/report-a-concern/). For more detailed information on how [*name of air carrier/company name*] processes your personal information, please visit [*name of air carrier/company name’s*] privacy policy at [*link to air carrier/company name’s privacy policy*].

**Section 3: Confirmation and Acknowledgement by a Traveller 16 years of age and older.**

I,                                                                           , hereby confirm the information contained in Section 1 is accurate, and acknowledge that:

1. The traveller(s) listed in Section 1 are fully vaccinated in accordance with the *Interim Order*; and will carry valid proof **or**
2. The traveller(s) listed in Section 1 have evidence of valid[[1]](#footnote-2) COVID-19 molecular test results prior to their initial scheduled aircraft departure time; **or**
3. The traveller(s) fall under one of the exempt categories:
	1. international traveller authorized to enter Canada under an order made under section 58 of the *Quarantine Act* and who boards an aircraft for a flight in Canada within 24 hours of the time of departure of their inbound flight to Canada; or
	2. an individual who is a foreign crew member of a commercial passenger aircraft and who is boarding a flight only to become such a crew member, repositioning or to conduct mandatory training required by their employer.

***IMPORTANT NOTICE:***

A person who provides information to an air carrier that is known to be false or misleading may be subject to an administrative monetary penalty or other enforcement action, including prosecution under the *Criminal Code*.

**During travel, each traveller must carry with them the necessary proof to demonstrate, upon request, compliance with the above-noted *Interim Order*.**

**------------------------------------------------------------- ----------------**

Signature of Traveller Date

1. A valid test can be either a: a) a negative result for a COVID-19 molecular test that was performed on a specimen collected no more than 72 hours before the aircraft’s initial scheduled departure time; or b) a positive result for such a test that was performed on a specimen collected at least 14 days and no more than 180 days before the aircraft’s initial scheduled departure time. [↑](#footnote-ref-2)