



YOUR TO DO LIST

Your Name: _____

Deadline for delivering your evidence to the Board: _____

1. Documents about your story

Document	What needs to be done?	Who will do it?	When will it be done?

2. Documents about your country

Document	What needs to be done?	Who will do it?	When will it be done?

3. Witnesses

Witness	What needs to be done?	Who will do it?	When will it be done?

*This form is to help refugee claimants who do not have a lawyer for their refugee hearing. If you are a **refugee claimant without a lawyer**, you can use this form to list the evidence that will help you to prove your refugee claim. **You are the person who must deliver your evidence to the Immigration and Refugee Board in time for your refugee hearing.** The person who helps you create this list or get your evidence is not your lawyer and they will not represent you at your hearing. Do not pay any one to help you with this form.*

*If you are **helping a refugee claimant with this form**, make sure the claimant understands that you are not their lawyer or legal representative. **No payment may be requested or accepted for helping a refugee claimant with this form** or with getting their evidence.*



Make sure you write down everything you do to try to get your documents and witnesses.

Document	Date	What did you do?

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