Home Office
**UK Border Agency**

**▶ READ THIS FIRST**

**This form must be completed in English. You may use blue or black ink.**

**Please follow the guidance notes carefully** and complete all questions as indicated. If you run out of space, please use Part 9 – Additional Information.

The UK Border Agency may take a decision on your application based on the information contained here without interviewing you. Therefore please ensure you submit all relevant original documents (please see supporting documents guidance).

It is better to explain why you do not have a document than to submit a false document. Your application will be automatically refused and you may be banned from coming to the UK for 10 years if you use a false document, lie or withhold relevant information. You may also be banned if you have breached immigration laws in the UK.

**YOU SHOULD COMPLETE THIS FORM IF YOU ARE COMING TO THE UK TO SETTLE.**
If you are not coming to the UK to settle then you are completing the wrong form.

**What is the main purpose of your application to come to the UK?**

**Travel Dates**
**On which date do you wish to travel to the UK?**

D D M M Y Y Y Y

## Part 1 About You Read Guidance, Part 1

**1.1 Given name(s)** *(as shown in your passport)* >>>>>>>>>>>>

**1.2 Family name** *(as shown in your passport)*

**1.3 Other names** *(including any other names you are known by and/or any other names that you have been known by)* >>>

**1.4 Sex** *Put a cross (x) in the relevant box*

Male ☐ Female ☐

**1.5 Marital status?**
*Put a cross (x) in the relevant box*

☐ Single ☐ Married/ Civil Partner ☐ Unmarried Partner
☐ Divorced/Dissolved Partnership ☐ Separated ☐ Widowed/Surviving Civil Partner

**1.6 Date of Birth** >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>

D D M M Y Y Y Y

**1.7 Place of Birth**

**1.8 Country of Birth** >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>

**1.9 Nationality**

**1.10 Do you hold, or have you ever held, any other nationality or nationalities?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide details >>>>>>>>>>>>>>>

## Part 2 Passport Information Read Guidance, Part 2

Enter details of the passport or travel document that you will use to travel to the UK.

2.1 Current passport or travel document number >>>>>>>>>>

2.2 Place of Issue

2.3 Issuing Authority >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>

2.4 Date of Issue

D D M M Y Y Y Y

2.5 Date of Expiry >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>

D D M M Y Y Y Y

2.6 Is this your first passport? *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' go to Part 3

2.7 Please give details of any previous passports, covering the last 10 years, including where these passports are now.

## Part 3 Your Contact Details Read Guidance, Part 3

3.1 Your full residential address and postal code >>>>>>>>>>>>

3.2 How long have you lived at this address?

3.3 Home (landline) telephone number

3.4 Your mobile telephone number

3.5 Email address >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>

3.6 Contact details if different from those given in question 3.1

## Part 4 Your Family Read Guidance, Part 4

4.1 Father's given name(s) >>>>>>>>>>>>>>>>>>>>>>>>>>>>

4.2 Father's family name

4.3 Father's date of birth >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>

D D M M Y Y Y Y

4.4 Father's place and country of birth

4.5 Father's nationality/nationalities >>>>>>>>>>>>>>>>>>>>>

4.6 Mother's given name(s)

4.7 Mother's family name >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>

4.8 Mother's date of birth

D D M M Y Y Y Y

4.9 Mother's nationality/nationalities >>>>>>>>>>>>>>>>>>>>

4.10 Mother's place and country of birth

4.11 Full name of spouse/partner (If single go to 4.16) >>>>>>>

4.12 Spouse/partner's nationality/nationalities

4.13 Spouse/partner's date of birth >>>>>>>>>>>>>>>>>>>>

D D M M Y Y Y Y

**4.14 Does your spouse/partner currently live with you at the address given in Question 3.1?** *Put a cross (x) in the relevant box* >>>

Yes ☐ No ☐ If 'No', please provide full details of where your spouse currently lives.

**4.15 Will your spouse/partner be travelling with you?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐

**4.16 Do you have any children?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'No', please go to question 4.20

**4.17 Please provide full details for each of your dependant children** >>>>>>>>>>

| Name | Date of Birth |
|---|---|
| | |

**4.18 Do all your children currently live with you at the address given in Question 3.1?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'No', please provide full details of where your children currently live.

**4.19 Please list any of your children who will be travelling with you to the UK?** >>>>

**4.20 Will any other children be travelling with you?** *Put a cross (x) in the relevant box*

Yes ☐ If 'Yes' go to 4.21 No ☐ If 'No' go to Part 5.

**4.21 If yes please provide full details about the child/children**

*Full Name, Date of Birth, Passport Number, Address, Place of Birth, Nationality, Your Relationship to Child, Your Relationship to their Parents*

**Please note: If a child is travelling without their parents, he/she should present written notification from the child's parent or legal guardian that they consent to the child's visit.**

## Part 5 Finances and Employment Read Guidance, Part 5

**TO BE COMPLETED BY ALL APPLICANTS - Dependent children should enter parents' details.**

**5.1 What are your current personal circumstances?** *Put a cross (x) in the relevant box*

☐ Employed full time, please **go to 5.2**

☐ Employed part-time, please **go to 5.2**

☐ Self-employed, please **go to 5.2**

☐ Unemployed, please **go to 5.9**

☐ Student, please give details of the course and institution you attend in the box provided; then **go to 5.2**

☐ Retired, please **go to 5.9**

☐ Supported by spouse / partner / other family member, please give full details in the box, including their relationship to you; then **go to 5.9**

☐ Other, please give details, then **go to 5.2**

### Employment

**5.2 What is your present work or job or occupation?** >>>>>>
If you are a student and you also work, please give details of your work. If you are a student and you do not also work, please **go to 5.9.**

**5.3 What is the name of the company or organisation you work for?** >>

**5.4 When did you start this job?** >>>>>>>>>>>>>>>>>>>>>>

D D M M Y Y Y Y

**5.5 What is your work address?** >>>>>>>>>>>>>>>>>>>>>>>

**5.6 What are your employer's telephone numbers?**

**5.7 What is your employer's email address?**

**5.8 Please give details of any additional job(s) or occupation(s) you have**

**5.9 Have you ever worked for any organisation of a type (state or non-state) listed below?** *Put a cross (x) in the relevant box*

| | | | | | |
|---|---|---|---|---|---|
| Armed forces (including national service) | Yes ☐ | No ☐ | Media | Yes ☐ | No ☐ |
| Government (central or local) | Yes ☐ | No ☐ | Public or civil administration | Yes ☐ | No ☐ |
| Judiciary | Yes ☐ | No ☐ | Security (including police and private security companies) | Yes ☐ | No ☐ |

If you have ticked 'yes' to any of the above, please provide details for every organisation that you have worked for that is of a type in the list. Include name of organisation, job title or rank and dates (year to year). Please enter details in Part 9, Additional information.

## Income and Expenditure

**5.10 What is your total monthly income from all sources of employment or occupation after tax?** >>>

**5.11 Do you receive income from any other sources, including friends or family?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide full details >>>>>>>>>>>>>

**5.12 Do you have savings, property or other income (for example from stocks and shares)?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide full details >>>>>>>>>>>>>

## Part 6 Previous Applications And Travel History Read Guidance, Part 6

**6.1 Have you travelled to the UK in the last 10 years?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide details of any trips to the UK

| *Date* | *Destination* | *Purpose* | *Duration* |
|---|---|---|---|
| | | | |

**6.2 Have you travelled outside your country of residence, excluding to the UK, in the last 10 years?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide details of these trips

| *Date* | *Destination* | *Purpose* | *Duration* |
|---|---|---|---|
| | | | |

**6.3 Have you ever been refused a visa for any country, including the UK?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide full details

| *Date* | *Country* | *Reason* | *Reference number (for UK)* |
|---|---|---|---|
| | | | |

**6.4 Have you been granted any UK visas in the last 10 years?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide details

| *Date* | *Purpose* | *Duration* | *Reference number* |
|---|---|---|---|
| | | | |

**6.5 Have you been refused entry on arrival to the UK in the last 10 years?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide details

| Date | Reason | Reference number |
|---|---|---|
| | | |

**6.6 Have you ever been deported, removed or otherwise required to leave any country, including the UK in the last 10 years?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide details

| Date | Country | Reason | Reference number (for UK) |
|---|---|---|---|
| | | | |

**6.7 Have you made an application to the Home Office to remain in the UK in the last 10 years?**
*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide details

| Date | Reason for Application | Granted/Refused<br>If refused give reason Reference number |
|---|---|---|
| | | |

**6.8 Do you have a UK National Insurance number?**
*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide details

National Insurance number

☐☐ ☐☐ ☐☐ ☐☐ ☐

Reason for getting a National Insurance number

**6.9 Do you have any criminal convictions in any country (including traffic offences)?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide details

| Date | Country | Offence | Sentence |
|---|---|---|---|
| | | | |

**6.10 Have you ever been charged in any country with a criminal offence for which you have not yet been tried in court (including traffic offences)?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide details

| Date | Country | Offence |
|---|---|---|
| | | |

**6.11 In times of either peace or war have you ever been involved in, or suspected of involvement in, war crimes, crimes against humanity or genocide?** *Put a cross (x) in the relevant box* >>>

Yes ☐ No ☐ If 'Yes' please provide details in **Part 9, Additional Information**

**6.12 Have you ever been involved in, supported, or encouraged terrorist activities in any country? Have you, ever been a member of, or given support to an organisation that has been concerned in terrorism?** *Put a cross (x) in the relevant box* >>>>>>>

Yes ☐ No ☐ If 'Yes' please provide details in **Part 9, Additional Information**

**6.13 Have you ever, by any means or medium, expressed views that justify or glorify terrorist violence or that may encourage others to terrorist acts or other serious criminal acts?** *Put a cross (x) in the relevant box* >>

Yes ☐ No ☐ If 'Yes' please provide details in **Part 9, Additional Information**

**6.14 Have you engaged in any other activities that might indicate that you may not be considered a person of good character?** *Put a cross (x) in the relevant box* >>>

Yes ☐ No ☐ If 'Yes' please provide details in **Part 9, Additional Information**

## Part 7 Travellers under the age of 18 Read Guidance, Part 7

**ONLY TO BE COMPLETED BY APPLICANTS UNDER 18 (or parent/guardian on behalf of applicant)**

**7.1 Please provide full details about your parent(s)/guardian(s) in your home country**

| *Name* | *Address* | *Telephone Number* | *Email Address* | *Relationship* |
|---|---|---|---|---|
| | | | | |

**7.2 Will you be travelling to the UK alone?** >>>>>>>>>>>>>>>
*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'No' please complete 7.3. If 'Yes' please go to 7.4

**7.3 If accompanied, please provide full details of up to two adults who will accompany you, including their passport numbers and your exact relationship to them**

| *1)* | *2)* |
|---|---|
| | |

**7.4 Is the address you will be staying at a private address?** >
*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'No' go to Part 8

**7.5 Please provide full details about the person you will be staying with** >>>>>>

| *Name* | *Address* | *Nationality* | *Relationship* |
|---|---|---|---|
| | | | |

**7.6 If the person named in 7.5 is not a British Citizen or European Economic Area Citizen, please give details about what permission they have to be in the UK**

**7.7 How long will you stay with this person?**

**PLEASE NOTE: If a child is travelling without their parents, he/she should present written notification from the child's parent or legal guardian that they consent to the child's visit.**

## Part 8 Settlement Read Guidance notes, at the end of this form

Applications from parents, grandparents and other dependant relatives under Rule 317 of the Immigration Rules must be accompanied by a signed undertaking from the sponsor. The sponsorship undertaking is available online in the Family Members guidance (INF 6) on the UK Border Agency's website or from your Visa Application Centre.

### 8.1 Settlement Type

**8.1.1 On what basis are you going to the UK?** *Put a cross (x) in the relevant box*

- As the spouse of someone settled, or going to settle, in the UK ☐
- As the civil partner of someone settled, or going to settle, in the UK ☐
- As the fiancé(e) or proposed civil partner of someone settled, or going to settle, in the UK ☐
- As the unmarried partner of someone settled, or going to settle, in the UK ☐
- As the child of someone settled, or going to settle, in the UK ☐
- As the adopted child of someone settled, or going to settle, in the UK ☐
- As an elderly dependant of someone settled, or going to settle, in the UK ☐
- Other (please specify) ☐

**8.1.2 If we need to interview you, what language would you like to use in the interview?** >>>>>

### 8.2 Your Sponsor

- In applications from spouse/civil partners, the sponsor is the person who you are married/in a civil partnership with.
- In a fiancé(e)/proposed civil partner application, the sponsor is the person who you will marry/enter into a civil partnership with.
- In applications from unmarried or same sex partners, the sponsor is the person who you are in a relationship with and plan to continue living with.
- In applications from children, the sponsor is the parent or relative who you will live with.
- In applications from other dependant relatives, the sponsor is the relative that you will live with and are dependent on in the UK.

**8.2.1 Sponsor's given name(s)**

**8.2.2 Sponsor's family name**

**8.2.3 Sponsor's sex** *Put a cross (x) in the relevant box* >>>>>>>

Male ☐ Female ☐

**8.2.4 Sponsor's date of birth**

D D M M Y Y Y Y

**8.2.5 Sponsor's place and country of birth**

**8.2.6 Sponsor's nationality/nationalities** >>>>>>>>>>>>>>>>>>

**8.2.7 Sponsor's normal country of residence**

**8.2.8 Where is your sponsor now?** >>>>>>>>>>>>>>>>>>>>>>

**8.2.9 If your sponsor is in the UK when did they first arrive?**

D D M M Y Y Y Y

**8.2.10 Sponsor's permission to live in the UK** >>>>>>>>>>>>>>

**8.2.11 When did they get this permission?**

D D M M Y Y Y Y

**8.2.12 Sponsor's current passport or travel document number**

8.2.13 Place of issue >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>

8.2.14 Issuing authority

8.2.15 Date of issue >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>

D D M M Y Y Y Y

8.2.16 Date of expiry

D D M M Y Y Y Y

8.2.17 Does your sponsor hold any other valid passports?
*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please give full details

## 8.3 Sponsor's Contact Details

8.3.1 Sponsor's full permanent home address >>>>>>>>>>>>>

8.3.2 Sponsor's correspondence address if different

8.3.3 Sponsor's home (landline) telephone number >>>>>>>>>

8.3.4 Sponsor's mobile telephone number

8.3.5 Sponsor's personal email address

## 8.4 Your Relationship To Sponsor

**Only complete this section if you are applying as a fiance(e), spouse, unmarried partner, civil partner or proposed civil partner. If you have any other relationship to the sponsor please go to 8.5 'Other Dependants**

8.4.1 Have you met your sponsor? >>>>>>>>>>>>>>>>>>>>>>
*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'No' go to 8.4.9

8.4.2 When did you first meet your sponsor? >>>>>>>>>>>>>>

D D M M Y Y Y Y

8.4.3 Where did you first meet?

8.4.4 When did your relationship begin? >>>>>>>>>>>>>>>>>

D D M M Y Y Y Y

8.4.5 How often do you meet?

8.4.6 When did you last see your sponsor? >>>>>>>>>>>>>>>

8.4.7 How do you keep in touch with your sponsor?

8.4.8 When and where did you marry/enter into a civil partnership? If you are not married/in a civil partnership please state this >>>>>>

8.4.9 Is/was this an arranged marriage?
*Put a cross (x) in the relevant box*

Yes ☐ No ☐

8.4.10 Are you and your sponsor related outside marriage?
*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide exact details of this relationship

**8.4.11 Do you intend to live with your sponsor permanently?** >
*Put a cross (x) in the relevant box*

Yes ☐ No ☐

**8.4.12 Have you lived with your sponsor in a relationship like a marriage or civil partnership at any time (including since a wedding or civil partnership ceremony)?**
*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please give full details

**8.4.13 Have you or your sponsor ever been married or in a long-term marriage like relationship before?**
*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please give full details

**8.4.14 Does your sponsor have any children?**
*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide full details of each of your sponsors' children

**8.4.15 Is your sponsor responsible for supporting anyone financially including any children listed above?**
*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please give full details

>>>>>>>>>>>>>>>>>> **Now go to Part 8.6 'Your life in the UK**

## 8.5 Other Dependants

**Only complete this section if you are NOT applying as a fiancé(e), spouse, unmarried partner, civil partner, partner or proposed civil partner.**

**8.5.1 How exactly are you and your sponsor related?**

**8.5.2 Who do you live with at the moment and what is your relationship to them?** >>>>>>

**8.5.3 Who owns your home and what is your relationship to them?**

**8.5.4 Who supports you financially and what is your relationship to them?** >>>>>>>

**8.5.5 What other family members do you have and where do they live?**

**8.5.6 How often do you see these family members?** >>>>>>>

**8.5.7 Is your sponsor responsible for anyone else's financial support?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please give full details

## 8.6 Your Life In The UK

**8.6.1 Where do you and your sponsor plan to live in the UK?** >

**8.6.2 Does your sponsor own this property?**
*Put a cross (x) in the relevant box*

Yes ☐ No ☐

**8.6.3 If 'No', on what basis does your sponsor occupy this property e.g. rented, owned by a parent.**

**8.6.4 How many bedrooms are there in the property?** >>>>>>

**8.6.5 How many other rooms are there in the property (NOT including kitchens, bathrooms, toilets)?**

**8.6.6 Does anyone, other than your sponsor, live in the property?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide full details of each other person living in the property

| *Full Name* | *Age* | *Relationship to Sponsor* |
|---|---|---|
| | | |

**8.6.7 Do you intend to work in the UK?**
*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide full details

## 8.7 Sponsor's Current Finances and Employment

**8.7.1 What is your sponsor's National Insurance number?** >>>

**8.7.2 What is your sponsor's present work or job or occupation?**>
If unemployed please state 'Unemployed' and **go to 8.7.11**

**8.7.3 Is your sponsor employed or self-employed?** *Put a cross (x) in the relevant box*

☐ Employed full time ☐ Employed part-time ☐ Self-employed

**PLEASE COMPLETE THE FOLLOWING QUESTIONS, EVEN IF THEY ARE SELF EMPLOYED**

**8.7.4 What is the name of the company they work for?** >>>>>

**8.7.5 When did they start this job?**

D D M M Y Y Y Y

**8.7.6 What is their work address?** >>>>>>>>>>>>>>>>>>>>>>

**8.7.7 What is their employer's telephone number?**

**8.7.8 What is their employer's email address?**

**8.7.9 Do they have any additional job(s) or occupation(s)?** >>>
*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide full details

| *Employers Name* | *Full Address* | *Telephone Number* | *Email Address* | *Date they started Job* |
|---|---|---|---|---|
| | | | | |

**8.7.10 What is their total monthly income from all sources of employment or occupation after tax?** >>

**8.7.11 Does your sponsor receive income from any other sources, including friends or family?** >>>

*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide full details below

**8.7.12 Does your sponsor have any savings, property or other income, for example, from stocks and shares?** >>>>>>>

*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide full details below

**8.7.13 Does your sponsor receive any money from public funds and/or benefits?** >>>>>>>>>>

*Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please provide full details below

**8.7.14 How much of your sponsor's total monthly income is given to their family members and other dependants?** >>>

**8.7.15 How much does your sponsor spend each month on living costs?**

## Part 9 Additional Information Read Guidance, Part 9

**9.1 Is there any other information you wish to be considered as part of your application?**

If you run out of space please use additional sheets of paper to provide us with all the relevant information required as part of your application.

## Part 10 Declaration

**I hereby apply for an entry clearance to the United Kingdom. The information I have given is complete and true to the best of my knowledge. I also declare that the photograph submitted with this form is a true likeness of me. I confirm that if, before this application is decided, there is a material change in my circumstances or new information relevant to this application becomes available, I will inform the United Kingdom Diplomatic Mission handling my application.**

I am aware that it is an offence under the Immigration Act 1971 (as amended) to make a statement which I know to be false, or not believe to be true, in order to obtain a visa/entry clearance to the UK. I am also aware that my application will be automatically refused and I may be banned from going to the UK for 10 years if I use a false document, lie or withhold relevant information. I may also be banned if I have breached immigration laws in the UK. I am further aware that should I use a false document, lie or withhold relevant information my details may be passed to law enforcement agencies.

I declare that the documents that I have supplied with this application are genuine and the statements I have made with this application are truthful. I understand that UK Border Agency (or a trusted third party) may make reasonable checks to confirm the accuracy and authenticity of evidence I have provided and documents I have submitted with this application. I further understand that UK Border Agency (or a trusted third party) may also make reasonable checks on any sponsors to my application to verify statements contained in the application and establish that I will comply or have complied with the terms of any visa granted.

I understand that I may be required to provide a record of my fingerprints and a photograph of my face ("biometric data") as part of my application. If I refuse to do so, my application may be treated as invalid and, if so, will not be considered further. (See Statutory Instrument 2006 No 1743 - The Immigration (Provision of Physical Data) Regulations 2006, Regulation 7(1)).

I understand that UK entry clearance applications may be handled by British Missions in other locations, including outside the country in which I have applied for entry clearance and that this may involve the transferring of my application and supporting documents to and from another Mission. I understand that the UK Border Agency will be responsible for transferring my application and supporting documents safely. I understand in these circumstances my application will still be handled in line with UK Border Agency published customer service standards.

I understand that all information provided by me will be processed by the UK Border Agency in accordance with the Data Protection Act 1998. I am aware that the UK Border Agency is the data controller in relation to the information provided by me in this application form. I am aware that the information I provide, including biometric data, will be treated in confidence, but it may be disclosed to other government departments, agencies, local authorities, foreign governments, and other bodies, to enable the UK Border Agency or those bodies to perform their functions. Any disclosures will be in accordance with the Data Protection Act 1998. I also understand that the information provided by me may also be used for staff training purposes.

I also understand that the information provided by me, or information made available to UK Border Agency during the processing of my application, may be shared with my sponsor(s) or any person(s) acting on their behalf or any applicant linked to my application (for example to my spouse / partner if we apply for visas for a trip together) for the sole purpose of considering my application. I am aware that if there is any information I do not want you to disclose to them I will tell you by enclosing a letter with my supporting documentation. If such requests prevent you from making legitimate inquiries, my application may be refused.

I declare that the information given on this form is correct to the best of my knowledge and belief. I also consent to the processing of information provided by me by the UK Border Agency.

**Applicant's signature**

**Date** D D M M Y Y Y Y

**Have you used an agent or representative to complete this application?** *Put a cross (x) in the relevant box*

Yes ☐ No ☐ If 'Yes' please give details of >>>>>>>>>>>>>> agent/representative's name and address

**What language did you communicate in with the >>>>>>>>>>> agent/representative to complete the form?**

## Part 11 Supporting documents checklist

**Please ensure you submit all the relevant original documents that you want the Entry Clearance Officer to see when considering your application. The list below is for guidance only. It is not a list of documents that you should or must supply. The UK Immigration Rules make it clear that it is your responsibility to satisfy the Entry Clearance Officer that you are genuinely seeking entry to the UK for the purpose and duration that you have stated. Submission of particular documents does not guarantee that your visa will be issued. It is your decision how you satisfy the Entry Clearance Officer that your intentions are as you state in your application. It is your choice which documents you submit.**

It is better to explain why you do not have a document than to submit a false document. Your application will be automatically refused and you may be banned from coming to the UK for 10 years if you use a false document, lie or withhold relevant information. You may also be banned if you have breached immigration laws in the UK.

### All applicants

- ☐ A valid travel document or passport
- ☐ One passport sized colour photograph. This must not be more than 6 months old. (Please see photograph box below for full details)
- ☐ The appropriate fee
- ☐ If you are not a national of the country in which you are applying, evidence of your permission to be in that country e.g. a residence permit, visa, green card
- ☐ Evidence to support the information you have given (see below for more details)
- ☐ Previous passport(s)
- ☐ Evidence of how your trip is to be funded

### Personal Details section

- ☐ Unless single, please provide evidence of your marital status e.g. marriage or civil partnership certificate, divorce certificate, death certificate
- ☐ You may be asked to present written notification from the child's parent or legal guardian that they consent to the child's visit (including evidence from your legal guardian to support their claim to be your legal guardian)
- ☐ The official record of any conviction(s), detailing the crime(s) you were convicted of and the sentence(s) you received

### Settlement

- ☐ Evidence of your current employment/self employment/occupation/work/studies/other means of support
- ☐ Evidence of your total monthly income from all sources of employment or occupation after tax
- ☐ Evidence of any income from other sources e.g. friends, family, savings, property etc
- ☐ Evidence of your sponsor's current employment/self employment/occupation/work/studies/other means of support.
- ☐ Evidence of your sponsor's total monthly income from all sources of employment or occupation after tax. Details of annual taxable income in the UK is normally found on HMRC form P60.
- ☐ Evidence of any income from other sources that your sponsor receives, e.g. friends, family, savings, property etc
- ☐ Evidence of the accommodation that you intend to occupy, e.g. Land Registry documents, mortgage statements, rent book or rental agreement
- ☐ Evidence of any other occupants in the accommodation that you intend to occupy, e.g. council tax statements, rental agreements, rent books
- ☐ Evidence of contact between you and your sponsor e.g. phone records, letters, emails
- ☐ Evidence of sponsor's permission to be in the UK
- ☐ Evidence of your relationship to your sponsor e.g. marriage/civil partnership certificate, birth certificate, adoption certificate

**Your photograph must be:**

- Colour
- Passport style and size (45mm high x 35mm wide)
- A recent and true likeness, showing full face, with no hat, helmet or sunglasses, although you can wear everyday glasses
- Original - that is not digitally or optically altered (for example it must not be 'photoshopped' or 'touched-up')
- Taken against an off-white, cream or light grey background so that your features are clearly distinguishable against the background
- Printed on low-gloss, plain-white photo-quality paper (with no watermarks or embossing)

**Photographs that do not conform to these standards will be rejected and may cause a delay in processing your application.**

**Advisory:**

**"To know your Customs obligations when travelling to the UK, please consult Notice 1, found at www.hmrc.gov.uk. To know what controls exist for bringing your belongings and private motor vehicles into the UK, please consult Notice 3."**

### 8.1 Settlement Type

**8.1.1 On what basis are you going to the UK?**
If 'Other' please specify e.g. Family Reunion

**8.1.2 If we need to interview you, what language would you like to use in the interview?**
Please provide details as requested

### 8.2 Your Sponsor

- In applications from spouse/civil partners, the sponsor is the person who you are married/in a civil partnership with.
- In a fiancé(e)/proposed civil partner application, the sponsor is the person who you will marry/enter into a civil partnership with.
- In applications from unmarried or same sex partners, the sponsor is the person who you are in a relationship with and plan to continue living with.
- In applications from children, the sponsor is the parent or relative who you will live with.
- In applications from other dependant relatives, the sponsor is the relative that you will live with and are dependent on in the UK.

**8.2.1 Sponsor's given name(s)**
Please provide your sponsor's given names as it appears in their passport or travel document. This should be the names given to them at birth, but not their family/surname.

**8.2.2 Sponsor's family name**
This should be their family name or surname. Please provide your sponsor's family name as it appears in their passport or travel document.

**8.2.3 Sponsor's Sex**
Put a cross in the relevant box

**8.2.4 Sponsor's date of birth**
In DD/MM/YYYY format.

**8.2.5 Sponsor's place and country of birth**
This should include the state/province/city/town/village/country.

**8.2.6 Sponsor's nationality/nationalities**
All nationalities your sponsor holds now or held at the time of their birth irrespective of whether they have/had a passport or travel document for any of these.

**8.2.7 Sponsor's normal country of residence**
Please provide details as requested.

**8.2.8 Where is your sponsor now?**
Please tell us where your spouse/partner is at the moment e.g. with you, in another country.

**8.2.9 If your sponsor is in the UK when did they first arrive?**
In DD/MM/YYYY format. If your sponsor has been a British Citizen since they were born please enter their date of birth here. If your sponsor acquired British Citizenship after their birth please enter the date they became a British Citizen here.

**8.2.10 Sponsor's permission to live in the UK.**
Please provide supporting evidence of this by supplying a copy of their bio data page from their passport (the page with their photograph) and their visa (if they have one) or other permission to be in the UK.

**8.2.11 When did they get this permission?**
In DD/MM/YYYY format. If your sponsor has been a British Citizen since they were born please enter their date of birth here. If your sponsor acquired British Citizenship after their birth please enter the date they became a British Citizen here.

**8.2.12 Sponsor's current passport or travel document number**
The number should be entered as shown in their passport. If they hold a 1951 Convention travel document please provide this number.

**8.2.13 Place of issue**
Please include both the city and the country that issued the passport or travel document.

**8.2.14 Issuing authority**
This is the National Authority that issued the passport or travel document. Their details can be found in their passport or travel document.

**8.2.15 Date of issue**
In DD/MM/YYYY format.

**8.2.16 Date of expiry**
In DD/MM/YYYY format.

**8.2.17 Does your sponsor hold any other valid passports?**
Answer Yes/No. Please provide details of any other passports your sponsor holds including passport number, issuing authority, issue and expiry date.

### 8.3 Sponsor's Contact Details

**8.3.1 Sponsor's full permanent home address**
Include the house number/street/village/town/city/state/province/postal or zip code/country.

**8.3.2 Sponsor's correspondence address, if different**
Include the house number/street/village/town/city/state/province/postal or zip code/country.

**8.3.3 Sponsor's home (landline) telephone number**
You should include your sponsor's full home telephone number including country and city codes. If they have no home telephone number please enter 'None' and provide a mobile/cell number in the following question. You must provide at least one telephone number your sponsor can be contacted on.

**8.3.4 Sponsor's mobile telephone number**
Please provide your sponsor's mobile/cellular telephone number, including the country code.

**8.3.5 Sponsor's personal email address**
Please note your sponsor may be contacted by email to provide consent for their personal details to be checked.

### 8.4 Your Relationship To Sponsor

**Only complete this section if you are applying as a fiancé(e), spouse, unmarried partner, civil partner or proposed civil partner. If you have any other relationship to the sponsor please go to 8.5 'Other Dependants'.**

**8.4.1 Have you met your sponsor?**
Answer Yes/No.

**8.4.2 When did you first meet your sponsor?**
In DD/MM/YYYY format. Please be as precise as possible, preferably giving at least the month and year of your first meeting.

**8.4.3 Where did you first meet?**
Please provide details as requested.

**8.4.4 When did your relationship begin?**
In DD/MM/YYYY format. Please be as precise as possible, preferably giving at least the month and year of the beginning of your relationship.

**8.4.5 How often do you meet?**
Please provide details as requested.

**8.4.6 When did you last see your sponsor?**
Please be as precise as possible.

**8.4.7 How do you keep in touch with your sponsor?**
Please provide details of how you keep in touch and how often you have contact with your sponsor. Please also tell us when you were last in contact with your sponsor.

**8.4.8 When and where did you marry/enter into a civil partnership? If you are not married/in a civil partnership please state this**
Please give the date and location of the ceremony and provide documentary evidence of this e.g. marriage certificate. Please state if this was a religious or civil ceremony. If you are a fiancé(e)/proposed civil partner please provide details of any plans that are in place for your marriage/civil partnership ceremony.

**8.4.9 Is/was this an arranged marriage?**
Answer Yes/No

**8.4.10 Are you and your sponsor related outside marriage?**
Answer Yes/No. If 'Yes', please give details of the exact relationship e.g. he is my mother's brother's son.

**8.4.11 Do you intend to live with your sponsor permanently?**
Answer Yes/No

**8.4.12 Have you lived with your sponsor in a relationship like a marriage or civil partnership at any time (including since a wedding or civil partnership ceremony)?**
Answer Yes/No. You must provide details of when and where you lived together and for how long. Please provide documentary evidence to support this.

**8.4.13 Have you, or your sponsor, ever been married or in a long-term marriage like relationship before?**
Answer Yes/No. You should provide details of when and where you/they lived together and for how long. Please note: If you/they have been widowed, divorced, had a civil partnership dissolved or are a surviving civil partner please indicate that here. Please provide documentary evidence to support this.

**8.4.14 Does your sponsor have any children?**
Answer Yes/No. Please ensure you enter details for all your sponsor's children. If these are your children too and have already been listed in Part 4 please indicate this here. The details must include their full name, date and place of birth, sex and nationality. If there is insufficient space please complete the list in Part 9 - Additional Information section.

**8.4.15 Is your sponsor responsible for supporting anyone financially including any children listed above?**
Answer Yes/No. If 'Yes', please provide details.

Now go to Part 8.6 'Your life in the UK'.

## 8.5 Other Dependants

Only complete this section if you are NOT applying as a fiancé(e), spouse, unmarried partner, civil partner, partner or proposed civil partner.

**8.5.1 How exactly are you and your sponsor related?**
Please give your exact relationship e.g. father/mother's sister/son

**8.5.2 Who do you live with at the moment and what is your relationship to them?**
Please give your exact relationship e.g. father/mother's sister/son

**8.5.3 Who owns your home and what is your relationship to them?**
Please give your exact relationship e.g. father/mother's sister/son

**8.5.4 Who supports you financially and what is your relationship to them?**
Please give your exact relationship e.g. father/mother's sister/son

**8.5.5 What other family members do you have and where do they live?**
Please include details of close family e.g. mother, father, brother, sister, mother's sister, grandparents, children. Please state the country and city/town where they live.

**8.5.6 How often do you see these family members?**
Please be specific especially if you see some relatives more often than others.

**8.5.7 Is your sponsor responsible for anyone else's financial support?**
Answer Yes/No. Does your sponsor already support other people i.e. a spouse or children? Please give details of these people and explain what financial support they get.

## 8.6 Your Life In The UK

**8.6.1 Where do you and your sponsor plan to live in the UK?**
Include the house name or number/street/village/town/city/ county/ postal code.

**8.6.2 Does your sponsor own this property?**
Answer Yes/No. Please provide evidence of this e.g. Land Registry document or Mortgage statements.

**8.6.3 If 'No', on what basis does your sponsor occupy this property e.g. rented, owned by a parent.**
Please provide documentary evidence to support this e.g. rent book, parents' mortgage statement.

**8.6.4 How many bedrooms are there in the property?**
Please provide details as requested.

**8.6.5 How many other rooms are there in the property (NOT including kitchens, bathrooms, toilets)?**
Please provide details as requested.

**8.6.6 Does anyone, other than your sponsor, live in the property?**
Answer Yes/No. Provide full details of each other person living in the property including full name, age and exact relationship to your sponsor e.g. mother, father's brother, son.

**8.6.7 Do you intend to work in the UK?**
Answer Yes/No. If 'Yes' please tell us what you intend to do and give details of any employment you have already set up.

## 8.7 Sponsor's Current Finances and Employment

**8.7.1 What is your sponsor's National Insurance number?**
The National Insurance number allows them to work in the UK. The National Insurance number format is as follows: XX 12 34 56 X. The number is usually provided on a plastic card, which is issued automatically when they reached 16 or when they first apply for a National Insurance number.

**8.7.2 What is your sponsor's present work or job or occupation?**
If Unemployed please state 'Unemployed' and go to 8.7.11. Please include details if they are a housewife, student, retired, unemployed etc. Please provide documentary evidence to support this.

**8.7.3 Is your sponsor employed or self-employed?**
Put a cross in the relevant box

**PLEASE COMPLETE THE FOLLOWING QUESTIONS, EVEN IF THEY ARE SELF EMPLOYED**

**8.7.4 What is the name of the company they work for?**
Please give the name of the company your sponsor works for or if they are a student give the full name of the institution they are studying at.

**8.7.5 When did they start this job?**
In DD/MM/YYYY format. Please state when your sponsor started their job or if they are a student when they began this course of study.

**8.7.6 What is their work address?**
Please give the full address, including postal code, of where your sponsor works or if they are a student, the full address of the educational institution that they attend.

**8.7.7 What is their employer's telephone number(s)?**
Please give landline and mobile telephone numbers if available, including country and city codes.

**8.7.8 What is their employer's email address?**
Include details of website if appropriate

**8.7.9 Do they have any additional job(s) or occupation(s)?**
Answer Yes/No. If your sponsor is employed in any other job(s) please provide full details of these, including employer's name, full address, landline telephone number and email address for each. Please tell us the date they started in any other job(s).

**8.7.10 What is their total monthly income from all sources of employment or occupation after tax?**
Please state how much money they have each month after deductions e.g. tax. Please state which currency e.g. US Dollars or UK Pounds Sterling.

**8.7.11 Does your sponsor receive income from any other sources, including friends or family?**
Answer Yes/No. Please give details listing all sources, amounts and frequency. Please state which currency e.g. US Dollars or UK Pounds Sterling.

**8.7.12 Does your sponsor have any savings, property or other income, for example, from stocks and shares?**
Answer Yes/No. Please give details. Please state which currency e.g. US Dollars or UK Pounds Sterling.

**8.7.13 Does your sponsor receive any money from public funds and/or benefits?**
Answer Yes/No. Please give full details of any monies your sponsor receives from public funds and/or benefits. Details of public funds/benefits can be found at www.ukba.homeoffice.gov.uk/ukresidency/rightsandresponsibilities/publicfunds. Please state which currency e.g. US Dollars or UK Pounds Sterling.

**8.7.14 How much of your sponsor's total monthly income is given to their family members and other dependants?**
Please state which currency e.g. US Dollars or UK Pounds Sterling.

**8.7.15 How much does your sponsor spend each month on living costs?**
This includes rent/mortgage/utility bills/loan repayments etc.. Please state which currency e.g. US Dollars or UK Pounds Sterling.