



IMMIGRATION & NATIONALITY DIRECTORATE

**EEA4**

**PERMANENT  
RESIDENCE**

**Version 08/2006**

**Application for  
permanent  
residence in the  
UK by:**

**Non-European  
Economic Area  
(non-EEA) national  
family members of  
EEA nationals  
residing in the UK**

**Non-Swiss or  
non-EEA national  
family members  
of Swiss nationals  
residing in the UK**

**THE ADDRESS TO WHICH YOU MUST  
POST AN APPLICATION ON FORM EEA4 IS:**

**European Applications EEA4  
Immigration and Nationality Directorate  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY**

*For information about the other EEA forms, see page 3*

**BUILDING A SAFE, JUST AND TOLERANT SOCIETY**

**This form is  
to be used for  
applications  
made on or after  
31 August 2006**

## 1 For which applications should you use Form EEA4?

**To apply for a permanent residence card as a non-EEA national family member of an EEA national exercising Treaty rights in the UK.** See part 6 of these notes for information about Treaty rights. You may include your family members in the application if they are also non-EEA nationals. A non-EEA national is a national of a country which is not part of the European Economic Area.

**To apply for a permanent residence card as a non-Swiss or non-EEA national family member of a Swiss national residing in the UK.** You may include your family members in the application if they are also non-Swiss or non-EEA nationals.

Although Switzerland is not a Member State of the EEA the Agreement between the European Community, its Member States and the Swiss Confederation on the free movement of persons gives similar rights of residence to family members of Swiss nationals who are not themselves either Swiss or EEA nationals.

To acquire the right to reside permanently in the UK, you need to have resided here with your EEA or Swiss national family member for a continuous period of 5 years in accordance with the relevant EEA Regulations.

The relevant legislation for applications on this form is The Immigration (European Economic Area) Regulations 2006. You can consult it on our website at [www.ind.homeoffice.gov.uk](http://www.ind.homeoffice.gov.uk) or obtain a copy from HMSO.

## 2 Making your application

If you follow the guidance below, it will help us to process your application without unnecessary delay.

**The application form.** Make sure you use the correct form for the purpose for which you are applying (details of the other EEA forms are given in part 7 of these notes). Complete the relevant sections of the form as required and answer all the questions that apply to you and any family members included in the application. Use block capitals and black ink when completing the form. Sign and date the declaration at section 8.

**Documents.** Provide all relevant documents, including passport(s)/ID card(s) as appropriate. All documents should be originals. If you can't provide an original document when applying, please explain why and say when you will be able to provide it. If you provide a certified copy, it should be a copy certified by the body or authority which issued the original document (for example, a copy of a savings passbook certified by a bank) or by a notary. To resolve your application, we need to see the originals of passport(s) or ID card(s) as appropriate, and, if needed to prove a family member relationship, marriage or civil partnership certificates and birth certificates. If you cannot provide original documents it is unlikely that we will grant your application.

**Photographs.** Provide 2 identical photographs of yourself and any family members included in the application. These should be taken against a light background, be clear and of good quality and must be full face. They must not show you or any family members wearing sunglasses or any head covering unless this has to be worn for religious or cultural reasons.

Photographs where the covering conceals the face will not be acceptable. The photographs you provide will be reproduced in your permanent residence card if the application(s) is / are successful. You should therefore ensure that you are content for the photographs to be used for this purpose.

**How to apply.** Applications on this form have to be made by post. **They cannot be made in person at any of our Public Enquiry Offices,** as we do not offer this service for applications made on Form EEA4.

## 3 Posting your application

Post your completed application form with supporting documents and photographs to the address below:

**European Applications EEA4  
Immigration and Nationality Directorate  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY**

Posting your application to any other address will delay it. To help us record the receipt of your application, we recommend the use of Recorded or Special Delivery and that you keep the RD or SD number.

We return all documents by Recorded Delivery. If you want your passport and other documents returned by Special Delivery, you will need to provide a suitably sized Special Delivery envelope with the correct pre-paid postage.

## 4 Decision times

We aim to decide applications as soon as possible. For service standards for deciding non-charged postal applications, please see our website at [www.ind.homeoffice.gov.uk](http://www.ind.homeoffice.gov.uk)

## 5 Contacting us after applying

If you need to provide more information about your application after posting it to us, please send it to the address in part 3 of these notes and give the following details in your letter:

- the applicant's full name, date of birth and nationality;
- any Recorded or Special Delivery number if you have one.
- the date on which the application was posted; and
- the Home Office reference if you have one.

We advise you not to make any non-urgent travel plans until your application has been decided and your passport and other documents are returned to you. If you need any of your documents urgently for travel or other reasons, please call **0870 606 7766** and give the details listed immediately above.

## 6 Your right to reside in the UK

The non-EEA national family members of an EEA national have a right to reside in the UK if their EEA national family member is exercising a Treaty right in one of the following categories:

- **Worker:** a person who is pursuing an effective and genuine activity for remuneration as an employed person;
- **Self-employed**
- **Student**
- **Economically self-sufficient**
- **Retired:** a person who has been economically active; or
- **Incapacitated:** a person who is permanently incapacitated and unable to pursue employment, having been economically active.

The following nationals may exercise Treaty Rights in the United Kingdom:

|                |   |
|----------------|---|
| Austria        | Belgium                                     |
| Cyprus*        | Czech Republic                              |
| Denmark        | Estonia                                     |
| Finland        | France                                      |
| Germany        | Greece                                      |
| Hungary        | Iceland                                     |
| Irish Republic | Italy                                       |
| Latvia         | Liechtenstein                               |
| Lithuania      | Luxembourg                                  |
| Malta          | Netherlands                                 |
| Norway         | Poland                                      |
| Portugal       | Slovakia                                    |
| Slovenia       | Spain                                       |
| Sweden         | Switzerland (but see part 1 of these notes) |

\*A document issued by the Turkish Republic of Northern Cyprus does not establish that the person is an EEA national. Only a document issued by the Republic of Cyprus stating that the holder is a national of the Republic of Cyprus establishes that the person is a EEA national and accordingly entitled to free movement within the EU.

## 7 Obtaining another form

You can obtain another form from the Application Forms Unit on **0870 241 0645** or by downloading it from our website at [www.ind.homeoffice.gov.uk](http://www.ind.homeoffice.gov.uk)

The other EEA forms are as follows:

**EEA 1** for registration certificate applications by EEA national and their EEA national or Swiss national family members and by Swiss national and their Swiss or EEA national family members

**EEA 2** for residence card applications by non-EEA national or non-Swiss national family members of an EEA national or Swiss national

**EEA 3** for permanent residence applications by EEA national and their EEA or Swiss national family members and by Swiss nationals and their Swiss or EEA national family members

## 8 Other telephone enquiries

For enquiries other than obtaining an application form call **0870 606 7766**. We have a freephone textphone service on **0800 38 98 28 9**.

## 9 Choosing an immigration adviser

This form is designed to let you make your own application. If you engage an immigration adviser, you should take care when choosing one. The Office of the Immigration Services Commissioner (OISC) regulates immigration advisers. Their website at [www.oisc.gov.uk](http://www.oisc.gov.uk) contains a list of authorised advisers. It also has links to websites for solicitors, barristers and legal executives.

If you have a complaint about an immigration adviser or need other information, the OISC contact details are:

**Office of the Immigration Services Commissioner**  
**5th Floor**  
**Counting House**  
**53 Tooley Street**  
**London**  
**SE1 2QN**

Telephone: **0845 000 0046**

Alternatively the Law Society, which regulates solicitors in England and Wales, can help you find a solicitor. You can contact them on **0870 606 6575** or visit their website at [www.solicitors-online.com](http://www.solicitors-online.com)

If you wish to complain about a solicitor you can contact the Law Society's Consumer Complaints Service helpline on **0845 608 6565** or write to them at:

**The Law Society**  
**Victoria Court**  
**8 Dormer Place**  
**Leamington Spa**  
**Warwickshire**  
**CV32 5AE**

## 10 Complaints about our service

If you want advice on how to make a complaint about the service you have received from the Immigration and Nationality Directorate please telephone **0870 241 6523** or visit our website at [www.ind.homeoffice.gov.uk](http://www.ind.homeoffice.gov.uk)

You may complain in writing to:

**IND Complaints Unit**  
**PO Box 1384**  
**Croydon**  
**CR9 3YJ**

Or by email to: [ind.cu@homeoffice.gsi.gov.uk](mailto:ind.cu@homeoffice.gsi.gov.uk)

## 11 Data Protection Notice

All information provided by you to the Home Office will be treated in confidence but it may be disclosed to other government departments, agencies, local authorities, the police, foreign governments and other bodies for immigration purposes or to enable them to perform their functions. The Immigration and Nationality Directorate may also use the information provided by you for training purposes.



IMMIGRATION & NATIONALITY DIRECTORATE

EEA4
PERMANENT
RESIDENCE

SECTION 1 Applicant's details

Version 08/2006

Application for
permanent
residence in the
UK by:

Non-European
Economic Area
(non-EEA) national
family members of
EEA nationals
residing in the UK

Non-Swiss or
non-EEA national
family members
of Swiss nationals
residing in the UK

This form is
to be used for
applications
made on or after
31 August 2006

Attach
applicant's
photographs here

Your personal details should be entered at 1.1 to 1.8. Where family members are included in the application, and they are also non-EEA or non-Swiss nationals, their personal details should be entered at section 2.1

Is a representative assisting you with your application?

Yes [ ] No [ ]

If yes please insert their OISC Registration Number if they have one.

[ ]

1.1 Title (Mr, Mrs, Ms, Miss, Other) \_\_\_\_\_

Full name as shown on ID card or passport \_\_\_\_\_

Surname \_\_\_\_\_

Maiden name or any other names by which you have been known \_\_\_\_\_

1.2 Nationality \_\_\_\_\_

1.3 Date of birth [Day][Month][Year] Gender M [ ] F [ ]

1.4 Home Office reference number if known \_\_\_\_\_

1.5 Passport number or ID card number \_\_\_\_\_

1.6 Date on which you last entered the UK [Day][Month][Year]

1.7 UK address. Please let us know immediately if this changes
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Post code \_\_\_\_\_

1.8 Daytime telephone number \_\_\_\_\_

1.9 The address to which you would like us to return your documents and send any letters about your application, if different from that at 1.7
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Post code \_\_\_\_\_

Please give details of your non-EEA or non-Swiss national family members below.

EEA or Swiss national family members wishing to apply for permanent residence should complete Form EEA3.

**2.1** Do you have any non-EEA or non-Swiss national family members living with you in the UK? Yes  No

If you have answered **yes** to question **2.1**, and they are applying for permanent residence, please give their details below. If you need more space continue on a separate sheet and provide it with your application.

**If parents' details are not shown in the child's passport or ID card, documentary evidence of relationship to non-EEA or non-Swiss family member should be provided ie full birth certificate.**

**If the relationship is other than a parent/child eg brother or cousin, please provide appropriate evidence to confirm the relationship ie full birth, marriage or civil partnership certificate showing the relationship.**

Family member's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

|     |       |      |
|-----|-------|------|
| Day | Month | Year |
|     |       |      |

 Gender M  F

Relationship to you \_\_\_\_\_

Home Office reference (if known) \_\_\_\_\_

Attach family member's photographs here

Family member's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

|     |       |      |
|-----|-------|------|
| Day | Month | Year |
|     |       |      |

 Gender M  F

Relationship to you \_\_\_\_\_

Home Office reference (if known) \_\_\_\_\_

Attach family member's photographs here

Family member's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

|     |       |      |
|-----|-------|------|
| Day | Month | Year |
|     |       |      |

 Gender M  F

Relationship to you \_\_\_\_\_

Home Office reference (if known) \_\_\_\_\_

Attach family member's photographs here

**SECTION 2** Details of other non-EEA or non-Swiss national family members (continued)

Family member's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

|     |       |      |
|-----|-------|------|
| Day | Month | Year |
|     |       |      |
|     |       |      |

 Gender M  F

Relationship to you \_\_\_\_\_

Home Office reference (if known) \_\_\_\_\_

Attach family member's photographs here

Family member's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

|     |       |      |
|-----|-------|------|
| Day | Month | Year |
|     |       |      |
|     |       |      |

 Gender M  F

Relationship to you \_\_\_\_\_

Home Office reference (if known) \_\_\_\_\_

Attach family member's photographs here

Family member's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

|     |       |      |
|-----|-------|------|
| Day | Month | Year |
|     |       |      |
|     |       |      |

 Gender M  F

Relationship to you \_\_\_\_\_

Home Office reference (if known) \_\_\_\_\_

Attach family member's photographs here

Family member's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

|     |       |      |
|-----|-------|------|
| Day | Month | Year |
|     |       |      |
|     |       |      |

 Gender M  F

Relationship to you \_\_\_\_\_

Home Office reference (if known) \_\_\_\_\_

Attach family member's photographs here

Family member's full name \_\_\_\_\_

Nationality \_\_\_\_\_

Date of birth 

|     |       |      |
|-----|-------|------|
| Day | Month | Year |
|     |       |      |
|     |       |      |

 Gender M  F

Relationship to you \_\_\_\_\_

Home Office reference (if known) \_\_\_\_\_

Attach family member's photographs here

## SECTION 3 Details of your EEA or Swiss family member (sponsor)

**The personal details of your EEA or Swiss national family member should be entered below. This does not constitute an application by them.** EEA or Swiss nationals wishing to apply for permanent residence should apply separately using Form EEA3.

3.1 Title (Mr, Mrs, Ms, Miss, Other) \_\_\_\_\_

Full name as shown on ID card or passport \_\_\_\_\_

Surname \_\_\_\_\_

Maiden name or any other names by which you have been known \_\_\_\_\_

3.2 Nationality \_\_\_\_\_

3.3 Gender

M

F

Date of Birth

Day

Month

Year

|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

3.4 Home Office reference \_\_\_\_\_

3.5 Passport, ID card or registration certificate number \_\_\_\_\_

3.6 UK address (please let us know if this changes) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Post code \_\_\_\_\_

3.7 Daytime telephone number \_\_\_\_\_

3.8 Relationship to main applicant \_\_\_\_\_

3.9 Evidence of relationship: birth certificate / marriage certificate / civil partnership certificate

**(please circle to indicate)**

3.10 Date they last entered the UK

Day

Month

Year

|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|
|  |  |  |  |  |  |  |  |  |  |
|--|--|--|--|--|--|--|--|--|--|

**There is no requirement for your EEA or Swiss family member to apply for permanent residence and we can decide your case without him or her applying. However, if your family member is not applying for permanent residence, we must receive evidence of his/her identity, eg passport or identity card.**



**This section must be completed by all applicants and must include information relating to any family members included in the application. All questions in this section must be answered. Information given may be checked with other agencies.**

**5.1** Do you or any family members included in this application have any criminal convictions in the UK or any other country (including traffic offences) or any civil judgements made against you?

Yes  No

If you have answered **yes** to question **5.1**, you must give details below for each sentence starting with the most recent one - but first see **Note 1**. If you or any family members included in this application have received more than two sentences you should continue on a separate sheet. If you have answered **no** to question **5.1** please go to question **5.2**.

**Note 1: Convictions spent under the Rehabilitation of Offenders Act 1974 need not be disclosed. More information about the Act is given towards the end of this section.**

First sentence

Name of person sentenced \_\_\_\_\_

Nature of offence \_\_\_\_\_

Date sentenced \_\_\_\_\_

Sentence given \_\_\_\_\_

Country where sentenced \_\_\_\_\_

Second sentence

Name of person sentenced \_\_\_\_\_

Nature of offence \_\_\_\_\_

Date sentenced \_\_\_\_\_

Sentence given \_\_\_\_\_

Country where sentenced \_\_\_\_\_

**5.2** Have you or any family members included in this application ever been charged or indicted inside or outside the UK with a criminal offence for which you or any family members included in this application have not yet been tried in court?

Yes  No

**5.3** Have you or any family members included in this application ever been involved in the commission, preparation or organisation of war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.**

Yes  No

**5.4** To your knowledge, have you or any family members included in this application ever been suspected, accused, investigated, charged, prosecuted or convicted for involvement in war crimes, crimes against humanity or genocide? **For help in answering this question, please read the information on the next page.**

Yes  No

**5.5** Have you or any family members included in this application ever been involved in acts of committing, preparing, financing or instigating terrorism or acts of encouraging or inducing others to commit, prepare or instigate terrorism, or the attempt of any such acts, either within or outside the UK. Or have you or any family members included in this application ever been a member or supporter of an organisation which has perpetrated or supported acts of terrorism in furtherance of its aims.

Yes  No

**5.6**

Have you or any family members included in this application engaged in any other activities which might be relevant to the question of whether you or any family members included in this application are persons of good character?

Yes

No

*If you have answered **yes** to question **5.2, 5.3, 5.4, 5.5** or **5.6** above please give further details in the space provided below. If you need more space, continue on a separate sheet.*

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**REHABILITATION OF OFFENDERS ACT 1974**

The Rehabilitation of Offenders Act 1974 enables criminal convictions to become 'spent' or ignored after a 'rehabilitation period'. The length of the rehabilitation period depends on the sentence given. For a custodial (prison) sentence the rehabilitation period is decided by the original sentence, not the time served. Prison sentences of more than two and a half years can never become spent and should always be disclosed. Further information on rehabilitation periods can be found at Nacro's Resettlement Plus Helpline on **020 7840 6464** or by obtaining a free copy of their leaflet on **020 7840 6427**.

**Definitions**

For the purposes of answering questions **5.3** and **5.4**, the following information provides guidance on actions which may constitute genocide, crimes against humanity and war crimes.

This guidance is not exhaustive. Before you answer these questions on behalf of yourself and any family members included in this application you should consider the full definitions of war crimes, crimes against humanity and genocide which can be found in Schedule 8 of the International Criminal Court Act 2001 at the following website [www.opsi.gov.uk/acts/acts2001/20010017.htm](http://www.opsi.gov.uk/acts/acts2001/20010017.htm) Alternatively, copies can be purchased from The Stationery Office, telephone **0870 600 5522**.

It is your responsibility to satisfy yourself that you are familiar with the definitions and can answer the questions accurately on behalf of yourself and any dependants included in this application.

**Genocide**

Acts committed with intent to destroy, in whole or in part, a national, ethnical, racial or religious group.

**Crimes against humanity**

Acts committed at any time (not just during armed conflict) as part of a widespread or systematic attack, directed against any civilian population with knowledge of the attack. This would include offences such as murder, torture, rape, severe deprivation of liberty in violation of fundamental rules of international law and enforced disappearance of persons.

**War crimes**

Grave breaches of the Geneva Conventions committed during an armed conflict. This includes an internal armed conflict and an international armed conflict. The types of acts that may constitute a war crime include wilful killing, torture, extensive destruction of property not justified by military necessity, unlawful deportation, the intentional targeting of civilians and the taking of hostages.

**You must answer all the questions in this section on behalf of yourself and any family members included in this application. It is an offence to make a statement or representation which you know to be false or do not believe to be true.**

The documents and photographs needed in support of an application on Form EEA4 are listed below. You should provide these which are relevant to your case and the cases of any family members included in the application.

Please tick the boxes next to the relevant items to show the documents and photographs you are providing.

You should attach all photographs to sections 1 and 2 of the form in the spaces provided. Please see part 2 of the guidance notes for information about photographs.

Two recent passport-size photographs of yourself with your name written on the back of each photograph attached.

Two recent passport-size photographs of each family member for whom permanent residence is required with their name written on the back of the photographs attached.

Your current passport or ID card. If you do not have a passport or ID card, you must provide another form of identity.

Current passport(s) or ID card(s) for each family member for whom permanent residence is required. If they do not have passport(s) or ID card(s) you must provide another form of identity for them.

Your EEA or Swiss family member's passport or ID card.

As evidence of the exercise of Treaty rights in the United Kingdom by your EEA or Swiss family member (or you), both currently and over the past 5 years, please provide the following documents:

**For time spent in employment** a letter(s) from your employer(s) confirming employment, P60s and most recent wage slips.

**For time spent in self-employment** an accountant's letter, audited accounts, contracts, invoices/receipts, payment of tax and National Insurance contributions and lease on business premises.

**For time spent as a student**, a letter from school(s)/college(s) or universit(ies) confirming details of course(s), and evidence of funds eg. bank statements or similar documentary evidence.

**For time spent as an economically self-sufficient person**, evidence of funds available to you eg a bank statement or similar documentary evidence.

**For time spent as a retired person**, evidence of the receipt of a pension.

**For time spent permanently incapacitated**, doctor's letter or medical report confirming permanent incapacity, having previously been in employment or self-employment.

**7.1**

Have you or any family members included in this application made any previous applications to the Immigration and Nationality Directorate?

Yes

No

If **yes**, please provide the Home Office reference number \_\_\_\_\_

**7.2**

If you do not have a reference number but have made a previous application, please give details below.

**SECTION 8** Declaration

**Please now read and sign the declaration.**

**It should be signed by you (the applicant) and not by a representative or other person acting on your behalf. If you are under 18, your parent or guardian may sign.**

I hereby apply for a permanent residence card for myself and any non-EEA or non-Swiss national family members listed in this form. The information I have given in this form is complete and is true to the best of my knowledge. I also declare that the photographs submitted with this form are a true likeness of myself and any family members included in the application, as named on the back of each photograph.

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 Home Office.

I understand that all information provided by me to the Home Office will be treated in confidence but that it may be disclosed to other government departments, agencies, local authorities, the police, foreign governments and other bodies for immigration purposes or to enable them to perform their functions.

I understand that the Immigration and Nationality Directorate may also use the information provided by me for training purposes.

**I am aware that it is an offence to make a statement or representation which I know to be false or do not believe to be true, or to obtain or seek to obtain permanent residence by means which include deception.**

Signed \_\_\_\_\_

Date \_\_\_\_\_

# DOCUMENT CHECKLIST

Please complete this part of the form. It will help us to make sure that we have received the documents you supplied and keep a record of them while they are in our possession.

You may not have to provide all the documents listed here.

Please state how many of the following you have provided:

|   |                          |
|---|--------------------------|
| Passport(s)                               | <input type="checkbox"/> |
| National ID card(s)                       | <input type="checkbox"/> |
| Birth certificate(s)                      | <input type="checkbox"/> |
| Marriage certificate(s)                   | <input type="checkbox"/> |
| Civil partnership certificate(s)          | <input type="checkbox"/> |
| Driving licence(s)                        | <input type="checkbox"/> |
| Other (please list in the space opposite) | <input type="checkbox"/> |

## FOR OFFICIAL USE ONLY

|                                  |                          |
|----------------------------------|--------------------------|
| Passport(s)                      | <input type="checkbox"/> |
| National ID card(s)              | <input type="checkbox"/> |
| Birth certificate(s)             | <input type="checkbox"/> |
| Marriage certificate(s)          | <input type="checkbox"/> |
| Civil partnership certificate(s) | <input type="checkbox"/> |
| Driving licence(s)               | <input type="checkbox"/> |
| Other as listed above            | <input type="checkbox"/> |

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Please make the following checks before posting your application.**

Are you sure that Form EEA4 is the right form for you?

Have you completed all the applicable sections of the form as specified?

Have you sent us the following documents and photographs specified in section 6?

- current passport(s) or ID card(s), including those of any family member(s) included in the application.
- photographs, including those of any family member(s) included in the application.
- other documentary evidence relevant to your particular application

If you are unable to send us any of the documents or photographs specified in section 6, have you given an explanation and said when you will be able to send them?

Have you signed and dated the declaration in section 8 of the form?

Finally, please make sure that the application is addressed exactly as shown below:

**European Applications EEA4  
Immigration & Nationality Directorate  
Lunar House  
40 Wellesley Road  
Croydon  
CR9 2BY**