

APPLICATION FOR INDEFINITE LEAVE TO REMAIN IN THE UK IN ONE OF THE EMPLOYMENT OR OTHER CATEGORIES LISTED IN THIS FORM

In addition to this application form, you need "Applying on Form SET(O): Guidance Notes", which you can get from our website at www.bia.homeoffice.gov.uk or by calling 0870 241 0645.

**THE ADDRESS TO WHICH YOU MUST POST
YOUR APPLICATION ON FORM SET(O) IS:**

**Border and Immigration Agency
Leave to Remain - SET(O)
PO Box 495
Durham
DH99 1WR**

GUIDANCE ON COMPLETING PAYMENT DETAILS

The fee

For applications made on this form, there is a fee of **£750** for applications made by post and **£950** for applications made in person at our Public Enquiry Offices. Applying by post takes longer.

You may include your spouse, civil partner, unmarried or same sex partner and/or children under the age of 18 for no additional fee if they are applying as your dependants. However, in the **long residence in the UK** category, the immigration rules do not allow for dependants, so their application(s) will be refused if you include them in your application. See the separate guidance notes for more information on this.

In the categories where dependants may be included, they must pay the prescribed fee if they apply separately.

Children aged 18 or over cannot be included. They must apply individually and pay the prescribed fee in each case.

Fee exemptions. Nationals of states which have ratified the Council of Europe Social Charter are exempt from paying the fee if applying in the work permit or highly skilled migrant categories. The countries concerned are **Albania, Andorra, Armenia, Azerbaijan, Croatia, Georgia, Moldova, the former Yugoslav Republic of Macedonia, Turkey and Ukraine.** Nationals of these states must pay the fee in the other categories.

How can you pay?

You can pay by any of the following methods:

- Cheque
- Postal Order
- Credit card - Visa (including Electron) or MasterCard only
- Debit card - Delta, Maestro*, Switch (including Solo)
- Banker's draft
- Cash - but only for applications at a Public Enquiry Office; **please don't send cash by post.**

We do not accept any other form of payment.

* Please note that we will accept any Maestro card if you are applying in person at a Public Enquiry Office but only Maestro cards issued in the UK if you are applying by post.

If submitting more than one application form at the same time, you must make a separate payment for each form.

Cheques and postal orders

You must make the cheque or postal order payable to **'Home Office Leave to Remain'** and cross the cheque or postal order A/C Payee only.

Please write the full name, nationality and date of birth of the main applicant on the back of each cheque and/or postal order and keep the postal order stub(s).

Please make sure that the date and the amount (words and figures) are correct and that the cheque is signed properly.

If applying by post, please attach your cheque or postal order to the front of the application form.

If applying in person at a Public Enquiry Office and paying by cheque, you must have a cheque guarantee card with a limit sufficient to cover the amount to be paid.

Completing the payment details page

To ensure that your payment is processed without any delay, please follow the guidance below when completing the next page.

Applicant's details (1 to 5)

- 1** Full name of main applicant as given in his or her passport.
- 2** Nationality of main applicant. If more than 25 letters, please abbreviate.
- 3** Date of birth (day/month/year - eg 3 January 1980 should be written 03 (day) 01 (month) 1980 (year).
- 4** Home Office reference (if you have one).
- 5** The address of the person named in 1.

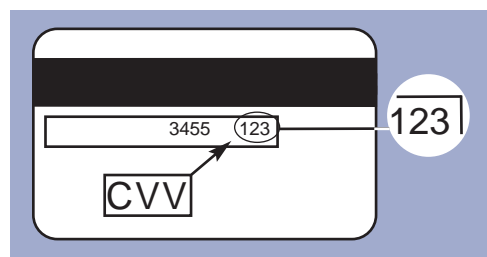
Contact details for payment queries (6 to 7)

We need the details of the person to contact if we have a question about the payment. The contact may be different from the name given in 1 if an immigration adviser or other person is making the payment. Complete 6 to 7 as shown below only if the payer's name and address are different from those of the applicant.

- 6** The name of the contact.
- 7** The address of the person named in 6.

Method of payment (8 to 15)

- 8** Tick one of the boxes to show method of payment.
- 9** If paying by cheque, enter the cheque number, account number and bank sort code.
- 10** If paying by card, tick one of the 5 boxes to show the type of card.
- 11** Tick the fee which you are paying.
- 12** Complete 12-15 only if paying by card.
- 14** The card security number is a three-digit security code known as the card verification value (CVV). It consists of the last three numbers on the signature strip on the back of the card as shown below.



- 15** It is the person named on the credit/debit card who must sign and date.

SECTION 2 - DEPENDANTS INCLUDED IN YOUR APPLICATION

Do not complete this section if applying in the long residence in the UK category.

If you have a partner and/or any children under 18 living in the UK and they are applying for indefinite leave to remain in the UK as your dependants, this is where you give their details. Unless otherwise stated, the word "partner" in this form means your spouse, civil partner, unmarried or same sex partner. If more than 3 children are applying, please give their details, with photographs, on a copy of this page and enclose it with this form.

Attach two identical photographs of your partner here with a staple or paper clip

Do not use glue or other sticky adhesive

Your partner's full name

Nationality

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Date of birth

	Day		Month		Year															

Gender - please tick

Male	Female
<input type="checkbox"/>	<input type="checkbox"/>

Relationship to you - please tick

Spouse	Civil partner	Unmarried partner	Same sex partner
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Attach two identical photographs of your child here with a staple or paper clip

Do not use glue or other sticky adhesive

Child's full name

Nationality

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Date of birth

	Day		Month		Year															

Gender - please tick

Male	Female
<input type="checkbox"/>	<input type="checkbox"/>

Relationship to you - please tick

Son	Daughter
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Attach two identical photographs of your child here with a staple or paper clip

Do not use glue or other sticky adhesive

Child's full name

Nationality

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Date of birth

	Day		Month		Year															

Gender - please tick

Male	Female
<input type="checkbox"/>	<input type="checkbox"/>

Relationship to you - please tick

Son	Daughter
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Attach two identical photographs of your child here with a staple or paper clip

Do not use glue or other sticky adhesive

Child's full name

Nationality

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Date of birth

	Day		Month		Year															

Gender - please tick

Male	Female
<input type="checkbox"/>	<input type="checkbox"/>

Relationship to you - please tick

Son	Daughter
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SECTION 3 - WHICH CATEGORY?

Please tick a box below to show us the category in which you are applying for indefinite leave to remain in the UK.

Work permit holder Complete all sections	<input type="checkbox"/>	Highly skilled migrant Complete all sections	<input type="checkbox"/>	Long residence in the UK Complete all sections except section 5	<input type="checkbox"/>
Employment not requiring a work permit Complete all sections	<input type="checkbox"/>	UK ancestry Complete all sections except section 5	<input type="checkbox"/>	Bereaved partner Complete all sections except sections 4, 5 and 6	<input type="checkbox"/>
Writer, composer or artist Complete all sections	<input type="checkbox"/>	Ex HM Forces Complete all sections except sections 4, 5 and 6	<input type="checkbox"/>	Other purposes/reasons not covered by other application forms Complete all sections	<input type="checkbox"/>

If you have ticked the other purposes/reasons category, please explain briefly why you are applying for indefinite leave to remain in the UK. You will also need to provide a letter explaining in more detail why you are applying.

SECTION 4 - KNOWLEDGE OF LANGUAGE AND LIFE IN THE UK

Do not complete this section if you are applying in the ex HM Forces category (or as the spouse of such a person) or in the bereaved partner category.

This section is about the new requirements concerning knowledge of language and life in the UK which you and any dependants have to satisfy to qualify for indefinite leave to remain if you are aged 18-64. If you have not already done so, you should read the information about these requirements in the separate guidance notes.

4.1 Are you under 18 or aged 65 or over? Yes No

*If you have answered **no**, continue below. If you have answered **yes**, continue below only if your partner is included in the application, otherwise go to the next section.*

4.2 If your partner is included in the application, is he or she under 18 or aged 65 or over? Yes No

*If you have answered **no**, continue below. If you have answered **yes**, or if a partner is not included in the application, continue below only if you have answered **no** in reply to **4.1**, otherwise go to the next section.*

4.3 Have you and/or a partner included in this application obtained one of the relevant qualifications listed below to show that you have sufficient knowledge of the English language and life in the UK? Please tick below and see **Note 1**.

Relevant qualifications

A pass in the test known as the **Life in the UK test**; or one of the following English for Speakers of Other Languages (ESOL) qualifications:

An ESOL “Skills for Life” qualification in speaking and listening at Entry Level or

Two ESOL Units at Access Level under the Scottish Credit and Qualifications Framework approved by the Scottish Qualifications Authority.

You		Your partner	
Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.4 If you have answered **yes** to **4.3**, tick one or more of the boxes opposite to show which qualification(s) (ie Life in the UK test or either of the two relevant ESOL qualifications) you and/or your partner have obtained.

Life in the UK test	ESOL qualification	Life in the UK test	ESOL qualification
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4.5 If you and/or your partner have answered **no** to question **4.3**, are you claiming exemption from this requirement because a physical or other condition prevents you from taking the Life in the UK test or doing an ESOL course? See **Note 1** below. Yes No Yes No

Note 1 If you are aged 18-64 and have answered “no” to questions 4.3 and 4.5, you should not be applying for indefinite leave to remain. Please see the separate guidance notes.

If your partner is aged 18-64 and has answered “no” to questions 4.3 and 4.5, his/her application will be refused even if your application is successful. Please see the separate guidance notes.

If you and/or your partner have answered “no” to question 4.3 but “yes” to question 4.5, you must provide a doctor’s letter or similar evidence confirming that you and/or they are unable to take the test or do an ESOL course.

SECTION 5 - YOUR HOME AND YOUR FINANCES

do not complete this section if applying in the UK ancestry, ex HM Forces, long residence in the UK or bereaved partner categories.

- 5.1** Is your home in the UK: a) owned by you? b) rented from a local authority by you? c) privately rented by you? d) owned or rented by a relative or friend? e) other - please give details below

- 5.2** Do you or your partner, or both, pay any rent or mortgage for your home? Yes No If so, how much do you pay each month? £

- 5.3** Are you working in the UK? Yes No If so, what is your pay each month after income tax and other deductions? £

- 5.4** Does a relative or friend of you or your partner, or both of you, regularly give you money? Yes No If so, how much do you receive each month? £

- 5.5** Are you receiving any public funds? Yes No

The public funds which are relevant for the purposes of the Immigration Rules are listed below. If you have answered yes to question 5.5, you must tick the relevant box(es) to show which of these are being received.

Housing or Homelessness assistance	<input type="checkbox"/>	Disability Living Allowance	<input type="checkbox"/>	Council Tax Benefit	<input type="checkbox"/>	State Pension Credit	<input type="checkbox"/>
Attendance Allowance	<input type="checkbox"/>	Income Support	<input type="checkbox"/>	Child Benefit	<input type="checkbox"/>	Child Tax Credit	<input type="checkbox"/>
Severe Disablement Allowance	<input type="checkbox"/>	Working Tax Credit	<input type="checkbox"/>	Income based Jobseeker's Allowance	<input type="checkbox"/>		
Carer's Allowance	<input type="checkbox"/>	Social Fund payment	<input type="checkbox"/>	Housing Benefit	<input type="checkbox"/>		

SECTION 6 - ABSENCES FROM THE UK

Do not not complete this section if you are applying in the ex HM Forces or bereaved partner categories.

- 6.1** When did you (the main applicant) first enter the UK? This refers to the date of your first entry into the UK at the beginning of the period of stay on which this application is based.
- | | | |
|-----|-------|------|
| Day | Month | Year |
| | | |

- 6.2** Since then have you had any absence(s) from the UK? If **yes**, give the dates of and reason(s) for the absences in the spaces below. List all absences, however short, including all of 3 months or more. Yes No

Dates of absence(s)

Reason(s) for absence(s)

Dates of absence(s)	Reason(s) for absence(s)

SECTION 7 - PERSONAL HISTORY

You must answer all the questions in this section on behalf of yourself and any dependants included in this application. It is an offence under Section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which you know to be false or do not believe to be true. Information given will be checked with other agencies.

7.1 Do you or any dependants included in this application have any criminal convictions in the UK or any other country (including traffic offences) or any civil judgments made against you? Yes No

*If you have answered **yes** to question 7.1 above please give details below for each criminal conviction and/or civil judgment, starting with the most recent one - but first see **Note 2** about criminal convictions. If you or any dependants included in this application have received more than two convictions and/or civil judgments, give details on a copy of this page and enclose it with this form .*

Note 2 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.

Name of person convicted or against whom a civil judgment was made

Nature of the criminal offence or the civil action (give details on a separate sheet and enclose it with this form if you need more space)

Details of the sentence or civil judgment (give details on separate sheet if you need more space)

Date of sentence/judgment

Country where the sentence was passed or the civil judgment was made

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Name of person convicted or against whom a civil judgment was made

Nature of the criminal offence or civil action (give details on separate sheet and enclose it with this form if you need more space)

Details of the sentence or civil judgment (give details on separate sheet if you need more space)

Date of sentence/judgment

Country where the sentence was passed or the civil judgment was made

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For help in answering the questions below, please see the definitions on the next page.

7.2 Have you or any dependants included in this application ever been charged in any country with a criminal offence for which you have not yet been tried in court? Yes No

7.3 In times of either peace or war have you or any dependants included in this application ever been involved, or suspected of involvement, in war crimes, crimes against humanity or genocide? Yes No

7.4 Have you or any dependants included in this application ever been involved in, supported or encouraged terrorist activities in any country? Yes No

7.5 Have you or any dependants included in this application ever been a member of, or given support to, an organisation which has been concerned in terrorism? Yes No

7.6 Have you or any dependants included in this application 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? Yes No

SECTION 7 - PERSONAL HISTORY(continued)

7.7 Have you or any dependants included in this application ever engaged in any other activities which might indicate that you may not be considered to be persons of good character? Yes No

If you have answered **yes** to question **7.2, 7.3, 7.4, 7.5, 7.6** or **7.7** above please give further details in the space provided below. If you need more space, continue on a separate sheet.

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 **7.3** to **7.7**, the following information provides guidance on actions which may constitute war crimes, crimes against humanity, genocide, or terrorist activities.

This guidance is not exhaustive. The full definitions of war crimes, crimes against humanity and genocide can be found in Schedule 8 of the International Criminal Court Act 2001 at www.opsi.gov.uk/acts/acts2001/20010017.htm or 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 the application.

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.

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.

Genocide

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

Terrorist activities

Any act committed, or the threat of action, designed to influence a government or intimidate the public and made for the purposes of advancing a political, religious or ideological cause and that involves serious violence against a person; that may endanger another person's life; creates a serious risk to the health or safety of the public; involves serious damage to property; is designed to seriously disrupt or interfere with an electronic system.

Organisations concerned in terrorism

An organisation is concerned in terrorism if it commits or participates in acts of terrorism; prepares for terrorism; promotes or encourages terrorism (including the unlawful glorification of terrorism); or is otherwise concerned in terrorism.

SECTION 8 - DOCUMENTS AND PHOTOGRAPHS

For your application to be valid and complete, you must provide the documents and photographs listed in this section which are relevant to your application. Tick the boxes next to the relevant items to show the documents and photographs you are providing. Attach the photographs to the spaces in sections 1 and 2 as instructed there.

8A All categories (unless otherwise indicated)

- Two recent passport-size photographs of yourself** with your name on the back of each photograph. Please see the separate guidance notes for advice on what types of photograph are acceptable.
- Two recent passport-size photographs of each dependant** included in section 2 and applying for indefinite leave to remain in the UK with you, with their name on the back of each photograph.
- Your current passport or travel document.** If you last entered the UK on a previous passport or travel document, please also provide this document if you have it.
- Current passport(s) or travel document(s) for each dependant** included in section 2 and applying for indefinite leave to remain in the UK with you. If they last entered the UK on previous passport(s) or travel document(s), please also provide these documents if you have them.
- Your police registration certificate** if you have been asked to register with the police.
- The police registration certificate(s) of each dependant** included in section 2 and applying for indefinite leave to remain in the UK with you if they have been asked to register with the police.
- Evidence of your finances.** If you have to complete section 5, bank statements, building society savings book(s), pay slips or other formal documents as evidence of your ability to maintain and accommodate yourself and any dependants without recourse to public funds. **If a relative or friend is supporting you,** a letter from him/her confirming this with bank statements or other documents of the kind described above as evidence of their financial situation. See **Note 3** below.

Note 3 *The documents showing the finances available to you and/or to the person supporting you should cover at least the last 3 months. We do not accept internet or cashpoint statements as evidence of finances.*

Knowledge of language and life in the UK If you have to complete section 4 and you and/or a partner included in the application are aged 18-64, you must provide one of the following documents for each of you.

- A Life in the UK test** pass notification letter or a relevant **ESOL** qualification.
- or
- A medical certificate** or similar document if you and/or your partner are claiming exemption from taking the Life in the UK test or doing an ESOL course because of a medical or other condition.

8B Work permit holder If you are applying as a work permit holder, and have completed, or nearly completed, 5 years' leave in this category, you must provide the following:

- Recent document(s) from the employer named in your current work permit** confirming that you are still needed and that your employment with them is continuing.

8C Employment not requiring a work permit If you have been given leave to enter or remain in the UK for employment in one of the following categories not requiring a work permit, and have completed, or nearly completed, 5 years' leave in this category, you must provide the following:

- Recent document(s) from your employer** confirming that you are still needed for the same work.
- Minister of religion, missionary or member of a religious order (see **Note 4**)
 - Representative of an overseas newspaper, news agency or broadcasting organisation
 - Private servant in a diplomatic household
 - Overseas government employee
 - Airport based operational staff of an overseas-owned airline
 - Domestic worker in a private household

Note 4 *For ministers of religion, missionaries, or members of a religious order this document may be from the leadership of your church or the head of your religious order, rather than your employer.*

SECTION 8 - DOCUMENTS AND PHOTOGRAPHS (continued)

8D Writer, composer or artist If you are applying as a writer, composer or artist, and have completed, or nearly completed, 5 years' leave in this category, you must provide:

Documents(s) showing that you have supported yourself and any dependants from your own funds without working except as a writer, composer or artist for the last 5 years.

8E UK ancestry If you are applying because of your UK ancestry, and have completed, or nearly completed, 5 years' leave in this category, you must provide:

Document(s) showing that you are able to work and intend to take or seek employment in the UK.

8F Highly skilled migrant If you are applying under the Highly Skilled Migrant Programme (HSMP), and have completed, or nearly completed, 5 years' leave in this category or other appropriate categories, you must provide:

Document(s) showing your economic activity and your personal earnings during your stay in the UK, if you are employed. If you are self-employed, you should provide evidence of the progress of the business. You may have been given leave to enter or remain in other categories leading to settlement before being granted permission to stay under HSMP. If you would like this stay to be considered in connection with your application for indefinite leave to remain, you should provide details of the categories involved and the periods spent in each of these categories.

8G Ex HM Forces If you are applying following your discharge from HM Forces, you must provide:

Your Certificate of Discharge.

8H Long residence - after 10 years' continuous lawful residence If you are applying because you have had at least 10 years' continuous lawful residence in the UK, you must provide:

All the passports you have held during this time. If you cannot provide them all, you must provide the passports you have together with any Home Office letter(s) or other document(s) granting you leave to enter and/or remain in the UK.

8I Long residence - after 14 years' continuous residence If you are applying because you have had at least 14 years' continuous residence in the UK, documents such as those listed below showing that your stay here has been continuous for this period.

All the passports you have held during your stay here

Home Office letter(s) or other document(s) granting you leave to enter and/or remain in the UK

Doctor's letter(s) showing registration for each year of your stay

Council tax letter(s) or bills for each year of your stay

Gas, electricity and water and other domestic bills or statements for each year of your stay

National Insurance contribution records for each year of your stay or P60 forms

Inland Revenue letter(s) and/or P60 statements of income tax paid

Employer(s) letter(s) confirming the dates during which you have been employed

Department for Work and Pensions letter(s)

Full birth certificate(s), ie one which shows the parents' names, for any of your children born in the UK

Mortgage document(s) showing any property you own in the UK and/or a letter from your landlord confirming the period of your tenancy

Any other documents which support your application.

SECTION 8 - DOCUMENTS AND PHOTOGRAPHS (continued)

8J Bereaved partner If you are applying as a bereaved partner, you must provide:

Your late partner's death certificate

Evidence that you and your late partner were living together as a couple from the time you were granted leave to enter or remain in the UK as his or her partner until his or her death, such as letters, bills and other correspondence from official sources addressed to both or each of you at the same address. Please provide as many as you can.

8K Other reasons/purposes not covered by other forms If you are applying for indefinite leave to remain in the UK for other purposes or reasons, you must provide:

A letter or other document explaining why you are applying for indefinite leave to remain in the UK, together with any relevant document(s) in support of your case. Please list the document(s) you are providing.

SECTION 9 - DECLARATION

You must now read the declaration below and sign it. This must be signed by you (the applicant) and not be a representative or other person acting on your behalf. If you are under 18, your parent or guardian may sign.

I hereby apply for indefinite leave to remain in the UK for myself and any dependants 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 dependants 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 documents provided in support of this application will be checked for authenticity. False documents will be retained and may result in my application being refused and my case being referred to the UK Immigration Service and other relevant authorities for the purposes of my prosecution and subsequent removal from the United Kingdom.

I understand that the Home Office may also use the information provided by me for training purposes.

I am aware that it is an offence under the Immigration Act 1971, as amended by the Immigration and Asylum Act 1999 and the Nationality, Immigration and Asylum Act 2002, to make to a person acting in execution of any of those Acts a statement or representation which I know to be false or do not believe to be true, or to obtain or to seek to obtain leave to remain in the United Kingdom 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 to keep a record of them while they are in our possession. The list is a standard one covering important documents which are common to most application types. Please state how many of each of the following you have provided.

Passports and/or travel documents Police registration certificates Birth certificates Marriage or civil partnership certificates Driving licences Other (please list below)

FOR OFFICIAL USE ONLY

Passports and/or travel documents Police registration certificates Birth certificates Marriage or civil partnership certificates Driving licences Other (please list below)

Signed

Date

APPLICANT'S CHECKLIST

To ensure that your application is valid and complete, please make the following checks before posting it. Tick each box that is relevant to your application.

Is SET(O) the right form for you and is it valid for use? See date on front page. Have you completed the Payment Details page as required and made the correct payment? Have you ticked a box in section 3 to show the category in which you are applying? Have you completed the rest of the form as specified?

Have you sent the documents specified in section 8 as listed below?

Current passport(s) or travel document(s) Photographs Police registration certificate(s) All other relevant documents specified in section 8

Have you, or a parent/guardian if you are under 18, signed and dated the declaration in section 9? If you are unable to send us any of the documents specified in section 8 which are relevant to your application, have you given an explanation and said when you will be able to send them?

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

**Border and Immigration Agency
Leave to Remain - SET(O)
PO Box 495
Durham
DH99 1WR**

