



Stratford District Council

Application for United Kingdom Entry Information Sheet

**Please read the following information thoroughly.
Should you require any clarification, please do not hesitate to ask.**

With reference to your enquiry for an Immigration Inspection, a fee of £115 (inclusive of VAT) is to be charged for the service of providing satisfactory evidence that:

- a) The property in question is considered fit for human habitation
- b) The property is free from any category 1 hazards as defined in the Housing Act 2004 Housing Health and Safety Rating System
- c) Statutory overcrowding would not occur due to the proposed occupation by the sponsored person(s) based on the inspection and the information provided by the applicant.

The evidence will be in the form of correspondence from this office to the appropriate British High Commission/your solicitor and/or to yourself.

Should a subsequent visit to the original property be necessary, no extra charge will be made, however, should the original property be found to be unsatisfactory, with reference to (a) (b) or (c) and a new inspection is requested for another property, this will be deemed as a fresh application and therefore subject to payment of the £115.00 fee.

If you wish to go ahead then please complete the application form and attach a cheque, made payable to Stratford-on-Avon District Council, for the amount of £115 and return it to:- Private Sector Housing, Elizabeth House, Church Street, Stratford upon Avon, CV37 6HX.

We will then contact you to make an appointment to visit and assess your property.

NB:- for the inspection, please have available the appropriate documentation for your application, these should include date of birth and passport number for the sponsored person.

Please keep this information sheet for future reference.

You may wish to make your own copy of pages three and four.

An application for an immigration inspection is a serious matter and should be regarded as such.

It is a criminal offence to knowingly supply information which is false or misleading for the purpose of obtaining a visa. Evidence to support any statements, or information made in this application may be required at a later date. If the Council subsequently discovers something which is relevant and which you should have disclosed, or which is incorrect, or imprecisely stated or described, the application can be cancelled or other statutory action taken. This may affect other applications with which you have any connection.

General Data Protection Regulations (EU) 2016/679 or the Data Protection Act 2017

The personal data you provide in this form will be used:-

- 1) To identify the persons involved in the property.
- 2) To obtain information needed to assess the fitness of the property for the purposes of habitation by the number of persons stated.
- 3) To correspond with relevant agencies to enable habitation to occur.

The Council is under a legal obligation to collect and process this information. You must complete this form in order to obtain support for a visa in compliance with the Housing Act 2004.

The personal information that you provide will be shared for the purpose of verification with other agencies, such as the Police and other public bodies.

The Council can be required to disclose your personal information to government agencies and for research purposes. Your name, address, and the address of the property will be entered in a publically accessible register. Your information will be held for six years after your application.

You have the right to access your personal information and complain if you think your information has been used incorrectly or unfairly; you may also have other rights that apply. For further details on your rights and the contact details for the Data Controller and the Data Protection Officer, please see the Council's Full Privacy Notice on www.stratford-dc.gov.uk

I have read and understood the above notes relating to Misrepresentation and Data Protection

Signed: **Date:**

Applicant (Print Name):

Application Form for United Kingdom Entry



Please complete all details

I would like to go ahead with my application for a United Kingdom Entry Inspection and confirm that I have paid the full amount (£115).

Name of Sponsor:

Address of Sponsor:

.....

Post Code: email address:

Telephone..... Date of Birth.....

Date: Signed

Address to be inspected (if different from above)

.....

.....Post Code:

email address:

Who owns the property to be inspected?

Applicant:

Clearance is required for (name/s):

.....

Passport Number(s):

Date(s) of Birth:

Nationality:

Please return completed form to: Private Sector Housing, Stratford-on-Avon District Council, Church St. Stratford-upon-Avon, CV37 6HX

For Office Use Only:		
Delegated Officer:		
Payment Received:	YES / NO	Receipt No:
Invoice to be Posted:	YES / NO	Date Sent:
Appointment Booked:	YES / NO	Date: Time: