

## Application For An Initial Grant Of Leave (Switching) Or An Extension Of Leave And Biometric Residence Permit Under Tier 1 (Investor) Main Applicant

In accordance with paragraph 34 of the Immigration Rules, this form is specified for applications made on or after the 6 April 2014.

You also need the separate guidance notes for this form. Please read them before making your application. If you do not already have this item, you can download it from our website at [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk)

Please note that changes to the Immigration Rules mean that successful applicants in this category may not be permitted to work in the United Kingdom as a doctor in training. Please refer to the Home Office website at

[www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk) for further information.

When considering this application we will decide only whether you qualify as a Tier 1 (Investor). We will not consider whether you qualify for leave to remain for any other reason. If you wish to be granted leave to remain for any other reason please make an appropriate application using the correct form.

Please post or courier your application to:

Postal address:

UK Visas & Immigration  
Home Office  
Tier 1  
PO Box 496  
Durham  
DH99 1WQ

Courier address:

UK Visas & Immigration  
Home Office  
Tier 1  
Millburngate House  
Millburngate  
Durham  
DH97 1PA

This form is  
to be used for  
applications  
made on or after  
6 April 2014

# TIER 1 (Investor) Application - Payment Guidance Notes

## The applicable fee

For an application made on this form as a Tier 1 (Investor) migrant there is a fee of **£1093** for standard applications, unless the applicant meets the criteria given below to be considered at a reduced rate or free of charge.

Applications made on this form may not be made in person.

## Exemptions to the fee

There are no current exemptions to the fee.

## Dependants

Each Dependant must complete a separate Tier 1, 2 or 5 PBS (Dependant) form. The relevant fee for a Tier 1 (Investor) dependant is **£1093** (standard postal)

## How you can pay

You can pay by any of the following methods:

- Cheque/Bankers Draft
- Postal Order
- Credit card<sup>1</sup> - Mastercard, Visa (including Electron) or American Express (Amex)
- Debit card - Delta, Maestro\* (including Solo)

\* Maestro - we will only accept Maestro cards issued in the UK

Please note that your application is invalid if you do not pay the specified fee in full or if you pay by any method other than those specified above. You will be required to make a fresh application, and any delay in doing so may affect your appeal rights if your application is subsequently refused.

## Cheques and postal orders

You must make the cheque or postal order payable to 'Home Office' and cross the cheque or postal order A/C Payee only. Please write the full name and date of birth of the applicant on the back of the cheque and/or each postal order and keep the postal order receipt(s). Please make sure that the date and the amount (words and figures) are correct and that the cheque is signed properly. Attach your cheque or postal order(s) to the front of the application form.

## Completing the payment details page

To ensure that your payment is processed without any delay, please follow this guidance when completing Section 1 of this form (Payment Details).

A1 Tick the fee appropriate to your application. If no fee is ticked we cannot take a payment and your application will be rejected as invalid. - see above guidance

A2-A3 If the address for correspondence is different from your home address in the UK, please give that address at A2. If a solicitor or other authorised immigration adviser is submitting the application, it should be their address at A2 and their name at A3. These details will also be used to acknowledge receipt of the application.

A4 Applicant's full name, as given in his or her passport or travel document.

A5 Applicant's date of birth

1 Please note that when making large or multiple payments using your credit card, the anti-fraud measures that banks operate sometimes stop the full payment being taken. This can happen for a number of reasons. To prevent this you may inform your bank of your intention to make large or multiple payments in advance so that your bank allows the full payment to be taken when you submit your application.

Please be aware that not all banks offer this service.

## Method of payment

A6 Tick one of the boxes to show which method of payment you are using

A7 - A9 If paying by cheque or bankers draft enter the bank account number, sort code and cheque number

## Paying by credit / debit card

A10 The name as displayed on the credit/debit card

A11 Card number - this is the long number across

A12-A14 Enter the details where available on the

A15 The Card Verification Value (CVV) is a 3-digit number on the signature strip - it consists of the last 3 digits of the card number and is found on the front of the card.

If you do not provide the CVV number, we cannot process your application. It may be rejected as invalid.

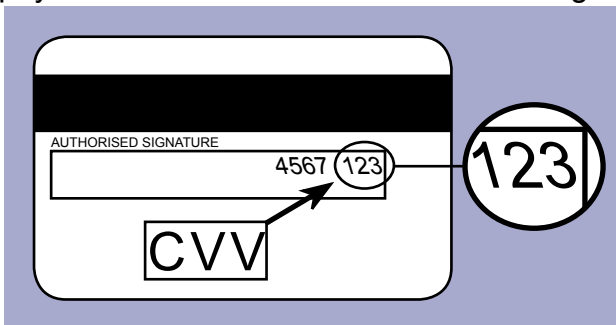
A16 For card payments circle the amount you are required to pay

A17-A18 Cardholder's signature - the person named on the credit/debit card must sign and date these sections.

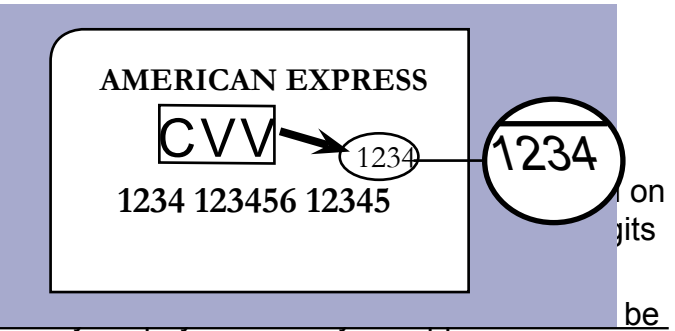
A19 List all the dependants' applications you are enclosing with your application.

## Consideration process

- If the payment submitted does not cover the full cost of your application, it will be an invalid application and the form, together with any documentation submitted, will be returned to you.
- The fee charged is for the processing and consideration of the application. This fee will be payable once the application form is received by the Home Office or its payment processing agent, regardless of the outcome of the application. We cannot begin the consideration process until the payment has cleared. We allow 5 working days for payments made by cheque to clear, credit/debit



cards and postal orders will clear immediately.







If you are producing a double-sided copy of this application form, please include this page and make sure it falls on the reverse of the payment details page in the two-sided copy.

For administrative reasons, it is important that the rest of the form begins with Section 2 - Applicant's Details facing upwards







**B15. Telephone numbers:**

Preferred contact (tick)

Home:



Work:

Mobile:

B16. Email address:


B17. Correspondence address (if different from above):


Postcode:

B18. Have you ever lived in Northern Ireland in the last 5 years?

Yes

Go to B19

No

Go to part C

B19. Previous home address(es) in Northern Ireland and the date(s) you lived there:

Previous address 1


Postcode:

From

D	D
---	---

M	M
---	---

Y	Y	Y	Y
---	---	---	---

To

D	D
---	---

M	M
---	---

Y	Y	Y	Y
---	---	---	---

Previous address 2


Postcode:

From

D	D
---	---

M	M
---	---

Y	Y	Y	Y
---	---	---	---

To

D	D
---	---

M	M
---	---

Y	Y	Y	Y
---	---	---	---





### D. Immigration History

It is mandatory to complete Section D. If it is not complete the application will be invalid and will be returned to you. Help on the questions is given at the end of this application form.

D1. What is your current immigration status in the United Kingdom?

D2. Is your current immigration status any of the following categories: student, student nurse, student re-sitting an examination, student writing up a thesis, post-graduate doctor, post-graduate dentist?

Yes  go to D3      No  go to D4

D3. Are you getting sponsorship, or have you got sponsorship, that has ended within the last 12 months for your studies in the United Kingdom, from the British Government, any other government, or an international scholarship agency?

Yes  Original written confirmation from your sponsor giving consent to this application has been supplied      No

D4. When does your current leave expire?

D	D		M	M		Y	Y	Y	Y
---	---	--	---	---	--	---	---	---	---

D5. If your leave to enter/remain has expired, did this leave expire more than 28 days before this application was made?

Yes  go to D6      No or not expired  go to D7

D6. Tick to confirm you are submitting evidence of exceptional circumstances which prevented you from submitting your application within 28 days of overstaying.

D7. Were you required to register with the police as a condition of your current or last grant of leave in the UK?

Yes       No

D8. Have you ever stayed in the United Kingdom beyond the end of your period of leave?

Yes  provide details below      No

reason(s) why and the dates of the overstay

D9. Have you ever worked in the United Kingdom without immigration permission to do so (that is, contrary to your conditions of stay)?

Yes  provide details below:      No

reason(s) why and the dates this work was undertaken

## Tier 1 (Investor) Application Form - Section 2

D10. Have you ever illegally entered the United Kingdom?

Yes

provide details below:

No

details and dates when this happened

D11. Have you ever used deception when seeking leave to enter or leave to remain?

Yes

provide details below:

No

details and dates when this happened

D12. Do you currently have any other applications with us on which you are awaiting a decision?

Yes

provide details below:

No

details, including the date the application was submitted, the category and the payment reference number

D13. Do you currently have an appeal with the Asylum and Immigration Chamber which is yet to be heard?

Yes

provide details below:

No

details, including the date the appeal, the category and the payment reference number of the original application (where applicable)



## Tier 1 (Investor) Application Form - Section 2

Date sentenced

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

If you were sentenced to a period of imprisonment, what was the length of the prison sentence imposed (in months)?

--	--	--

months

E3. Do you have any civil judgments against you or any civil penalty under the UK Immigration Acts?

Yes  go to E4

No  go to E5

E4. Give details for each civil judgment or any civil penalty under the UK Immigration Acts, starting with the most recent one. If you have received more than two civil judgments and/or civil penalties under the UK Immigration Acts, please photocopy this page and enclose it with this form.

Details of judgment or civil penalty 1:

Date of judgment or civil penalty:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Country where judgment made:

Details of judgment or civil penalty 2:

Date of judgment or civil penalty:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Country where judgment made:

Questions E5 to E9 below must be answered, even if question E1 has been answered "No".

For help in answering these questions, please see the definitions at the end of this section.

E5. Have you ever been charged or indicted in any country with a criminal offence for which you have not yet been tried in court?

Yes  No

E6. In times of either peace or war have you ever been involved, or suspected of involvement, in war crimes, crimes against humanity or genocide?

Yes  No

E7. Have you ever been involved in, supported or encouraged terrorist activities in any country?

Yes  No

E8. Have you ever been a member of, or given support to, an organisation which has been concerned in terrorism?

Yes  No

## Tier 1 (Investor) Application Form - Section 2

E9. 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?

Yes

No

E10. If question E5, E6, E7, E8, E9 above has been answered "yes" please give further details in the space provided below. If more space is needed continue on a separate sheet and enclose it with this form.



## Definitions

For the purpose of answering questions E5 to E9, 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 <http://www.legislation.gov.uk/ukpga/2001/17/contents> or purchased from The Stationery Office (telephone 0870 600 5522). It is the applicant's responsibility to satisfy him/herself that he/she is familiar with the definitions and can answer the questions accurately.

### 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 with terrorism

An organisation is concerned with 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 3 - Tier 1 (Investor)**

You should complete all questions in this part of the form that apply to you. If it is not complete, the application will be invalid and returned to you.

You must be over 16 years of age to use this route. This section asks you questions about your care and living arrangements in the UK and about your parents or legal guardians. Please tick the boxes that apply to you.

G1. Are you:

16 or 17 years

Go to question G2

18 years or older

Go to question G3

G2. Are you in local authority care in the UK?

Yes

No

Go to next question

Are you making an application for:

Initial grant of leave to remain (switching)

go to Section 3A

An extension of leave (this includes any migrant whose last grant of leave was made under the previous investor category)

go to Section 3B

**Section 3A (Initial Applications) - Attributes**

You should refer to the Immigration Rules and Tier 1 (Investor) of the Points Based System - Policy Guidance.

If you are relying on your own funds - please go to question G3

If you are borrowing the investment funds - please go to question H1

G3. Do you have money of no less than £1 million of your own, under your own control, held in a regulated financial institution and disposable in the UK. What evidence are you providing to show this money? (Please tick)

Portfolio produced by an Authorised Financial Institution (AFI). One that is regulated by the Financial Conduct Authority (FCA) and/or the Prudential Regulatory Authority (PRA)

Portfolio not managed by an AFI plus evidence of holdings

Personal bank statements

A letter from your bank(s)

G4. Is the money shown as being in the portfolio/accounts consistently for a full 3 months before the application? Please tick one box.

Yes

go to G6

No

go to G5

G5. What is the source of the funds? You must include confirmation from a legal advisor.

Please tick all boxes that apply:

Memorandum of gift

Deeds of sale of assets

Business financial accounts

Notarised copy of a will

Notarised copy of a divorce settlement

A letter from an organisation issuing a financial award or winnings

**OR:** If you have received money from a source not covered above, you must provide evidence of source of funds, and independent corroboration. (2 pieces of evidence)

G6. Are you relying on funds held either jointly with your spouse/civil partner/ unmarried partner/same sex partner or solely by your spouse/civil partner/ unmarried partner/same sex partner? Please tick one box.

Yes  go to G7

No  go to G8

G7. Do you have control of the funds in the UK? Please tick at least one box from each of the three sections a), b) and c) below to confirm what evidence has been provided.

a) Evidence of the relationship:

A marriage certificate or civil partner document; OR

At least three pieces of evidence of joint commitments from the following list;

- A bank statement or letter from a bank confirming a joint bank account (i.e. in both names)
- Official document such as a mortgage agreement showing a joint mortgage
- Official documents such as deeds of ownership or a mortgage agreement showing a joint investment, e.g. property, business
- Joint rent agreement
- Any other official correspondence linking both partners to the same address e.g. Council Tax and utility bills
- Life insurance policy naming other partner as beneficiary
- Birth certificates of any children of the relationship, showing both partners as parents

We may also consider any other evidence that adequately demonstrates a couple's long-term commitment to one another.

b) Declaration that you have control of the funds:

A declaration from the spouse/civil partner/unmarried or same-sex partner that they will permit you to have control of all joint/personal funds used to claim points

c) Confirmation from a legal adviser:

Confirmation from a legal adviser that the declaration from the spouse/civil partner/ unmarried or same-sex partner is valid

G8. Can the £1 million be transferred into the UK within 3 months? Please tick the relevant box:

Does not apply because the money is already in the UK

Yes, confirmation from your bank or financial institution that the money can be transferred into the UK and are convertible to Pounds Sterling is included

Go to section M

H1. Do you own personal assets which, taking into account any liabilities to which they are subject, have a value of at least £2 million; and have money under your control held in a regulated financial institution and disposable in the United Kingdom amounting to no less than £1 million, which has been loaned to you by an Authorised Financial Institution (one that is regulated by the FCA/PRA.)?

Please tick the box below to confirm the evidence has been supplied:

Letter of confirmation from an Authorised Financial Institution in the UK

Go to Section M

Please note: You should ensure that you are familiar with the requirements for further leave to remain in this category. You should note that the requirements may be revised and such revisions may apply to migrants who already hold leave to remain in the category.

**Section 3B (Extension Arrangements) - Attributes**

You should refer to the Immigration Rules and Tier 1 (Investor) of the Points Based System - Policy Guidance

Please tick one box to indicate under which of these categories you are currently in the UK: In all cases then proceed to question J1.

Tier 1 (Investor)

Investor in the category in place before we introduced the Tier 1 (Investor) category

J1. Do you have no less than £1 million under your control in the UK and have you invested no less than £750,000 of this money in specified ways. This may be your own funds or money loaned to you, provided that it was loaned by UK regulated financial institution. Yes  No

K1. Have you invested not less than £750,000 of your money in the UK by way of UK Government Bonds, share capital or loan capital in active and trading UK registered companies. Please tick a) or b1) or b2) to confirm the evidence supplied.

a) If your previous grant of leave was as a Tier 1 (Investor), a portfolio of investments produced by an authorised Financial Institution covering the full period of your leave.

b1) If your previous grant of leave was under the Investor category in place before we introduced the Tier 1 (Investor) category either a portfolio of investments certified by an Authorised Financial Institution covering the full period of your leave (with the exception of the period before the investments were made); OR

b2) Documents from the following list to show a value of not less than £750,000.

Certified copies of Bond documents  Share documents

Audited business accounts, which have been prepared and signed off in accordance with statutory requirements, showing loan capital; or if no audited accounts are possible an accounts complication report confirming the loan capital.

Your investments in the specified ways must amount to at least £750,000. If the value of these investments is between £750,000 and £1 million you must confirm that you have maintained the total amount of funds in the UK at £1 million or more.

K2. What evidence are you supplying of any balance of funds in the UK. Please tick box(es) to show how you maintained balance of funds and to confirm the evidence submitted.

You have purchased assets in the UK and provided documents confirming the purchase/s. You must list the assets purchased, the value and the dates of purchase.

List the assets purchased in the UK, the value of the assets and the dates of purchase.

You maintained money on deposit in the UK and provided account statements and / or a letter from an authorised person from a financial institution holding your funds confirming the balance held for the period of their leave.

## Tier 1 (Investor) Application Form - Section 4

L1. Have you made the investment within three months of the specified date and maintained the investment? (Please refer to the Immigration Rules and Tier 1 (Investor) of the Points Based System – Policy Guidance.)

Please tick to confirm that the investment was made within 3 months of you gaining permission to enter the category.

Please tick to confirm your previous grant of leave was under the Investor category in place before Tier 1 (Investor) was introduced and are exempt from the requirement to make the investment within 3 months.

Please tick to confirm that you maintained your investment for the full period of leave under this category (with the exception of the last 3 months). This does not apply where your previous permission to stay was given under the former Investor category. However, you must have made the investment before applying to extend your permission to stay.

L2. Do you wish us to take your date of entry into the UK as your specified date?

Yes  go to L3                      No  go to L4

L3. What evidence will you provide to establish your date of entry to the UK (Please tick):

- Passport containing Visa which has been stamped on entry  
 Flight tickets and boarding card                       Other

L4. If you are relying on joint funding and did not provide us with this evidence with your previous application, you must provide evidence of your relationship and control of the funds. Please tick at least one box from each of section a, b and c to confirm what has been provided.

a) Evidence of the relationship:

A marriage certificate or civil partner document; OR

At least three pieces of evidence of joint commitments from the following list;

- A bank statement or letter from a bank confirming a joint bank account (i.e. in both names)
- Official document such as a mortgage agreement showing a joint mortgage
- Official documents such as deeds of ownership or a mortgage agreement showing a joint investment, e.g. property, business
- Joint rent agreement
- Any other official correspondence linking both partners to the same address e.g. Council Tax and utility bills
- Life insurance policy naming other partner as beneficiary
- Birth certificates of any children of the relationship, showing both partners as parents

We may also consider any other evidence that adequately demonstrates a couple's long-term commitment to one another

b) A declaration from the spouse/civil partner/unmarried or same-sex partner that they will permit you to have control of all joint/personal funds used to claim points

c) Confirmation from a legal adviser that the declaration from the spouse/civil partner/unmarried or same-sex partner is valid

Now go to Section M.

**Section 4**

**M. Public Funds**

It is mandatory to complete Section M. If it is not complete the application will be invalid and will be returned to you.

M1. Are you receiving any public funds?      Yes  go to M2      No  go to Section 5

M2. The public funds which are relevant for the purposes of the Immigration Rules are listed below. Tick the relevant box(es) to show which of these are being received.

- |  |   |   |
|--|---|---|
| Attendance Allowance <input type="checkbox"/>          | Carer's Allowance <input type="checkbox"/>                  | Housing and Homelessness Assistance <input type="checkbox"/>                      |
| Child Benefit <input type="checkbox"/>                 | Council Tax Benefit <input type="checkbox"/>                | Child Tax Credit <input type="checkbox"/>   |
| Council Tax Reduction <input type="checkbox"/>         | Income-Based Jobseeker's Allowance <input type="checkbox"/> | Disability Living Allowance <input type="checkbox"/>                              |
| Housing Benefit <input type="checkbox"/>               | Income Support <input type="checkbox"/>                     | Income Related Employment & Support Allowance - ESA (IR) <input type="checkbox"/> |
| Personal Independence Payment <input type="checkbox"/> | Severe Disablement Allowance <input type="checkbox"/>       | Social Fund Payment <input type="checkbox"/>                                      |
| State Pension Credit <input type="checkbox"/>          | Universal Credit <input type="checkbox"/>                   | Working Tax Credit <input type="checkbox"/>                                       |

M3. If you are in receipt of housing and homelessness assistance give details of whether this housing is provided by the local housing authority, a housing association, or other organisation and the name of the relevant authority and details of the arrangement.

M4. If the housing is provided by your local council or housing authority or part of an agreement between your employer and the housing authority, give details below and enclose evidence of this from the local housing authority.













<b>Extension Application</b>		
Points Scoring Area	Points Claimed	Documents provided (please list)
£1 million under the applicant's control - (Section J)		
£750,000 invested in specified ways (Section K)		
Made the investment within three months of the specified date, or was previously under the former Investor category, and maintained the investment (Section L)		
<b>Total</b>		

Finally, please ensure your application is addressed correctly as follows:

Postal address:

UK Visas & Immigration

Home Office

Tier 1

PO Box 496

Durham

DH99 1WQ

Courier address:

UK Visas & Immigration

Home Office

Tier 1

Millburngate House

Millburngate

Durham

DH97 1PA

# Tier 1 (Investor) - Application Form Help Text

## Introduction

This document provides information to help you to complete the Tier 1 (Investor) application form.

For further information on Tier 1 (Investor) of the points based system policy please see Part 6A of the Immigration Rules and the Tier 1 (Investor) policy guidance notes.

These documents are available on the Home Office website at [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk)

All the above documents are available in Welsh, Braille, large print, audio and other alternative formats on request.

For further information on alternative formats, and how to obtain these, please contact the Immigration Enquiry Bureau (IEB) on 0870 606 7766.

## Who should apply using this form?

1 This application form should only be completed by individuals who are already in the United Kingdom.

You should use the application form if you are:

- Currently in the United Kingdom and wish to make an initial application under Tier 1 (Investor)
- Currently in the United Kingdom as a main applicant under the Tier 1 (Investor) and seeking to extend their leave for a further period within their existing category;
- Currently in the United Kingdom under the Investor category in place before we introduced the Tier 1 (Investor) category and seeking an extension under Tier 1 (Investor).

This application form should not be used by dependants of main applicants. A separate application form titled Tier 1,2,or 5 PBS (Dependants) form is available for this purpose and can be found on the Home Office website at [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk)

## Submitting a valid application

2 You will only be considered to have submitted a 'valid' application if the following has been complied with:

- the correct application form must be completed and submitted
- the correct application fee must be paid
- your current passport, Biometric Residence Permit (BRP) if applicable or travel document must be provided, unless it is not available for one of the reasons specified on the application form.
- the mandatory sections in the application form must be completed.
- two identical passport-size photographs of you with your full name written on the back of each one must be supplied.
- two identical passport-size photographs of any dependants who are applying with you with your full name written on the back of each one must be supplied

The photographs provided must be in the format specified in the separate photograph guidance, which can be found on our website at [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk). Please ensure that they are placed in a small sealed envelope attached to Section 2 of the form as instructed there - and without any staples, clips, pins or anything else which could mark or damage the photographs.

3 If you who are required to register with the Police you must also include your Police Registration Certificate (PRC) with their application.

## Supporting Evidence

It is your responsibility to provide the evidence to support any statements made in your application. You must satisfy us that the requirements for the category under which you have applied have been met. We must be satisfied, by considering the evidence provided that you meet the necessary criteria.

You must ensure that all of the necessary supporting documentation is provided at the time the application is submitted. Only those documents specified in the application form and set out in detail in the Immigration Rules and Tier 1 (Investor) policy guidance will be considered acceptable for the purposes of establishing that you qualify for the points claimed in any scoring area.

You must be selective in submitting evidence, as sending large amounts of irrelevant or poor quality documentation may delay the consideration of the application. It is only necessary to submit evidence that is directly appropriate to the application as requested, as unrelated evidence cannot be considered for points scoring.

To assist us in considering the documentation provided, you should highlight any relevant sections on the documentation provided.

For example, in the section where you show that you hold sufficient funds to meet the requirements, you should highlight the relevant entries and also mark the documents provided, to confirm which source of funds the specific documents relates to.

Any documentary evidence that you provide should be original (unless otherwise stated).

Where any specified documents provided are not in English or Welsh, you must provide the original and a full translation that can be independently verified.

The translation must:

- confirm that it is an accurate translation of the original document;
- be dated;
- include the full name and original signature of the translator or an authorised official of the translation company;
- include the translator or translation company's contact details; and
- if you are applying for leave to remain or indefinite leave to remain, be fully certified and include details of the translator or translation company's credentials.

## Application Types

You should complete different sections of the Tier 1 (Investor) application form depending on the type of application you are submitting.

Please note that you should complete Sections 1, 2, 4, 5, 6 and 7 of the form as well as the relevant part of Section 3 depending on the type of application.



## **Initial Applications**

(Please also complete Section 3A)

This should be completed if you are currently in the United Kingdom under an immigration category other than either Tier 1 (Investor) or the Investor category in place before we introduced the Tier 1 (Investor), and who are seeking to 'switch' into Tier 1 (Investor).

## **Extension Applications within Tier 1 (Investor)**

(Please also complete Section 3B)

This should be completed if you are currently in the United Kingdom under the Tier 1 (Investor) category and are seeking an extension of their leave, or if you are currently in the United Kingdom under the Investor category in place before we introduced the Tier 1 (Investor) category, and are seeking to extend their leave under Tier 1 (Investor).

## **Question-specific Help Text**

Further advice on specific questions in the application form is detailed below.

**B1 - B4** You should provide full details of your name and title. If you have previously been known by any other name(s) you should provide full details of each name, the date of each change and submit the relevant supporting legal documentation.

Evidence of name change(s) should show your full name before and after the change and may include:

- deed poll documents or marriage certificates; and,
- both the old passport and the new passport.

Should you submit documentation in support of your application that refers to you under a name(s) not given in this section, we will not consider that documentation.

**B6** You should indicate your gender. If you have been the subject of Gender Reassignment and the application contains documents relating to previous identities, you should provide a relevant Gender Recognition Certificate (GRC). The only exception to this is where you have previously submitted your GRC with an earlier application. In such cases you will therefore not be required to resubmit it.

You should tick the gender as indicated on your GRC.

**B9** You should indicate your marital status. This status may be:

- Married – a person legally married in or outside the United Kingdom;
- Civil partner – a person in a same sex relationship and who has gone through a legal ceremony in the United Kingdom under or by virtue of the Civil Partnership Act 2004, or in the country of his/her residence;
- Unmarried partner – a person in a heterosexual or same sex relationship, which has been subsisting for two years or more but is not married or in a civil partnership;
- Widow – a person whose spouse has passed away and has not re-married or is not currently in an unmarried relationship that has subsisted for more than two years;
- Single – a person who is unmarried and not in a relationship that has subsisted for two or more years;

- Separated – a person legally married in or outside the United Kingdom but no longer living with his/her married partner;
- Divorced – a person married in or outside the United Kingdom whose marriage has been legally dissolved;
- Dissolved – a person who has been in a civil partnership which has been legally dissolved;
- Separation Order – a separated person who remains in law the civil partner of the other person.

B10 All Home Office applications are given an individual reference number. This allows us to track and link past applications. You should provide your full Home Office Reference number. This number can be found on any previous Home Office correspondence relating to you. You may have numerous Home Office reference numbers and should provide all such numbers.

B11 National Insurance numbers are usually in the format of 2 letters followed by 6 numbers followed by 1 letter e.g. XX 123456 X or 2 numbers followed by 1 letter followed by 5 numbers e.g. 12 X 34567. Where you do not have a National Insurance number in this format this question should be left blank.

C1-C3 You should specify under which nationality you entered the United Kingdom. You should also provide details of any additional nationalities you currently hold or have previously held.

C4-C6 You must provide details of all passports or travel documents, current or expired, that you have used to enter or remain in the United Kingdom, including:

- passport number;
- issue date;
- expiry date; and,
- place of issue.

Where you need more space than is available you should photocopy the relevant page of the application form, add in additional details and submit with your application.

Where you hold, or have held, other nationalities you should provide the relevant passport or travel document for each nationality held and provide the above details.

Please note for the application to be valid and complete your current passport, travel document or BRP must be provided unless it is not available for one of the reasons specified on the application form. They should be original documents and not copies.

In certain circumstances certified photocopies will be accepted where you do not have the original at that time. You must provide details as to its location and state when you will provide it. You must then ensure that the original document is submitted as soon as you can. If the passport has been lost or stolen a Police crime report number /report must be provided along with details of the police station the loss was reported to and the date that it was reported.

C7-C10 If your current grant of leave was issued on a BRP you must also provide the Biometric Residence Permit in order for the application to be valid, unless it is not available for one of the reasons specified on the application form.

D5 'Overstaying' means that you have remained in the UK beyond the latest of:

- (a) the time limit attached to your last period of leave
- (b) any extended period of leave pending determination of an in-time application and any subsequent appeal, or

(c) the date that you received a notice confirming that an application was not valid, provided that the application was submitted before the time limit attached to your last period of leave expired.

If you wish to remain in the UK after the 28 day period you should leave the UK and reapply for a visa.

D6 If you are an overstayer you must read the Tier 1 (Investor) policy guidance notes for information on supporting documentation before submitting your application.

D8 You should confirm whether you have ever remained beyond the end of your period of leave in the UK. Where your leave has been extended by virtue of Section 3C of the 1971 Immigration Act, you will not be considered to have remained beyond the end of your period of leave and should therefore complete the 'No' box in response to this question. (For further information on the provisions of Section 3C please refer to Chapter 1, Section 5 of the Immigration Directorate Instructions).

D12 Where you are not permitted to submit a further fresh application, you should not proceed in completing this application form. If you are in this position and do complete this application form, it will be returned to you without having been considered.

If you wish to vary the grounds of the existing application you must refer to Chapter 1, section 5 of the Immigration directorate instructions on our website [www.ukba.homeoffice.gov.uk/sitecontent/documents/policyandlaw/IDIs/idischapter1/section5/section5.pdf?view=Binary](http://www.ukba.homeoffice.gov.uk/sitecontent/documents/policyandlaw/IDIs/idischapter1/section5/section5.pdf?view=Binary) and contact the Home Office team processing the existing application.

D13 Where you are not permitted to submit a further fresh application, you should not proceed in completing this application form. If you are in this position and do complete this application form, it will be returned to you without having been considered.

You should contact the Immigration and Asylum Tribunal at [www.justice.gov.uk/tribunals/immigration-asylum](http://www.justice.gov.uk/tribunals/immigration-asylum)

E2 We will carry out criminal record checks on all applicants and dependants. You must give details of all unspent and spent criminal convictions. This includes road traffic offences but not fixed penalty notices (such as speeding or parking tickets) unless they were part of a sentence of the court. This includes all drink-driving offences.

### **Section 3**

G2 Are you in local authority care in the UK?

Please tell us whether you are currently living under local authority care in the UK. If you are, you must provide evidence.

### **Section 6**

O9 The Office of the Immigration Services Commissioner (OISC) regulates United Kingdom based immigration advisers. As a requirement of Section 84 of the Immigration and Asylum Act 1999, United Kingdom representatives, who offer advice and services in relation to an application, will need to be regulated by the OISC unless they are authorised to practice by a designated legal professional body or fall within a category of persons specified in an order made by The Secretary of State under subsection 84(4) (d) of the Immigration and Asylum Act 1999.

The representative should indicate whether he/she is regulated by the OISC, or the basis on which he/she is otherwise authorised to act in this capacity on the migrant's behalf.

An advisor could be committing a criminal offence if he/she acts on the applicant's behalf without being OISC regulated, or otherwise authorised in accordance with Section 84 of the Immigration and Asylum Act 1999.

O11-O12 If the representative is regulated by a designated legal professional body, listed below, or if he/she works under the supervision of such a person, they will not be required to be regulated by the OISC.

Designated bodies are:

- The Law Society;
- The Law Society of Scotland;
- The Law Society of Northern Ireland;
- The Institute of Legal Executives;
- The General Council of the Bar;
- The Faculty of Advocates;
- The General Council of the Bar of Northern Ireland.

The representative should indicate of which organisation he/she is a member. The representative should indicate whether he/she is personally a member of this organisation or whether he/she is working under the authorisation of another registered member.

Where the representative is not a direct registration holder and is working under the supervision of another registered person, the representative should name the registered supervisor under whom he/she is working.

O16-O19 The representative should indicate whether he/she is registered with or authorised by an EEA body responsible for the regulation of the provision of legal advice in that EEA state; or employed or supervised by the person regulated as defined in Section 84(2) (c) (d), and (e) of the Immigration and Asylum Act 1999.

If a representative makes an application on behalf of an applicant, and that representative is not permitted to provide advice and immigration services (by Section 84 of the Immigration and Asylum Act 1999), the Home Office will inform both the representative and applicant of the requirements of the Act, and send further letters (if applicable) to the applicant stated on the application.

## **Section 7**

You should complete the summary sheet before submitting your application.

You should ensure that you list all the supporting documentation you have submitted with your application.

This documentation should be listed against the area to which it applies. Any documentation that does not relate to a specific area (such as passport(s)/travel document(s) etc) should be listed in the general background information box above the table.

### **Biometric Residence Permits (BRP)**

A leaflet explaining the Biometric Residence Permit including the application process is available to download at the following location:

[www.gov.uk/biometric-residence-permits](http://www.gov.uk/biometric-residence-permits)