



Application For An Extension Of Stay In The UK And For A Biometric Immigration Document As A Representative Of An Overseas Business Or A Retired Person Of Independent Means

In accordance with paragraph 34 of the Immigration Rules, this is a specified form for the purpose of the Immigration Rules as of 24 November 2016 and must be used for all applications made on or after that date for the purposes stated on this page and listed in section 3.

You also need the separate guidance documents listed below, which you should read before making your application:

- FLR(BUS) guidance notes
- UK Visas & Immigration photograph guidance

If you do not already have these documents, you can get them from our website at www.ukba.homeoffice.gov.uk.

You will only be considered for the Retired person of independent means or Representative of an overseas business routes. You will not be considered for any other type of leave to remain. You must use a different form if you want to stay for another reason.

Our application forms change periodically. If you obtain this form some time before applying, please check that it is still the version which must be used when you are ready to apply.

As part of your application you may be required to pay the Immigration Health Surcharge. Before going any further, you should check www.gov.uk/healthcare-immigration-application to confirm if an Immigration Health Surcharge assessment is required as part of your application. You must complete this before submitting your application and enter the reference number in this application.

Applications on this form may be made by post or courier.

If you apply by post, you must send your application to the following address:

Home Office
Leave to Remain - FLR(BUS)
PO Box 495
Durham
DH99 1WR

Representative
of an overseas
business

Retired person
of independent
means

Biometric
immigration
document
(Biometrics
Residence
Permit (BRP))

This form is valid
only for applications
made on or after
24 November 2016

THE FEE

The appropriate fee depends on the type of application you are making. If you are applying as a single applicant with no dependants as a representative of an Overseas Media Organisation or as a Sole Representative of an Overseas Business, there is a fee of £664. If one or more dependants are applying with you in this capacity the fee increases by £664 for each dependant.

If you are applying as a Retired Person of Independent Means, the fee is £1530 for the main applicant and increases by £1530 for each dependant applying with you.

Representatives of Overseas Media Organisations and Sole Representatives of Overseas Businesses

Number of applicants	Fee
Yourself and 1 dependant	£1328
Yourself and 2 dependants	£1992
Yourself and more than 2 dependants	Add £664 to the amount above for each additional dependant

Retired Persons of Independent Means

Number of applicants	Fee
Yourself and 1 dependant	£3060
Yourself and 2 dependants	£4590
Yourself and more than 2 dependants	Add £1530 to the amount above for each additional dependant

Please note that your application will be rejected as invalid if you do not pay the specified fee.

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. If your application contains errors or is missing information it may be rejected as invalid. Your application will not be considered and your fee will be refunded less an administration fee of £25 for each person included in 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.

BIOMETRIC RESIDENCE PERMIT (BRP)

Everyone applying for an extension of leave under FLR (BUS) must also apply for a Biometric Residence Permit (BRP). BRP enrolments are processed by the Post Office Ltd. You will be charged an additional handling fee for your biometric enrolment, payable to the Post Office Ltd. You must pay the fee by cash or debit card when you attend Post Office Ltd to enrol your biometrics. Each dependant included on your application must also pay this fee when they enrol their biometric information. Do not send the biometric enrolment fee with your application fee.

If you were exempt from paying an application fee, you are also eligible to claim a refund of your biometric enrolment fee after you have registered your biometrics.

Your application may be rejected as invalid if you do not enrol your biometrics when requested. For more information about enrolling biometrics and the current fee, please visit the following section of our website: www.gov.uk/biometric-residence-permits

WHO MAY APPLY WITH YOU?

You may include your spouse, civil partner, unmarried or same-sex partner and/or children under the age of 18 if they are applying as your dependants. But they must pay the specified fee if they apply separately.

Children aged 18 or over may not be included. They must apply individually and pay the specified fee in each case.

HOW CAN YOU PAY?

You must pay by one of the methods specified below.

- Cheque
- Postal Order
- Credit card¹ - Visa (including Electron), MasterCard or American Express (Amex)
- Debit card - Delta, Maestro* (including Solo)

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.

- Banker's draft (payable to the Home Office)

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

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(s) A/C Payee only.

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

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 note the points below when completing the payment details.

1-2 The address at 1 should be the contact address in the UK for any correspondence.

If it is not your home address (eg a solicitor or other authorised immigration adviser may be submitting the application), give the contact name at 2.

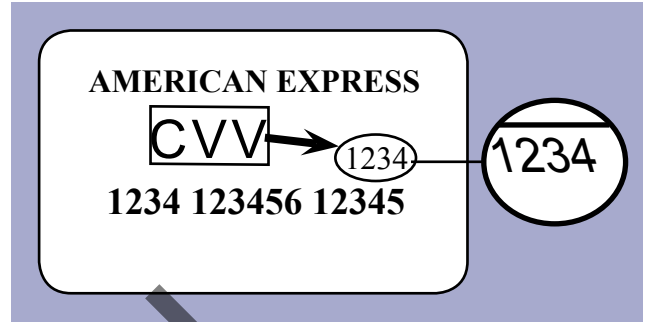
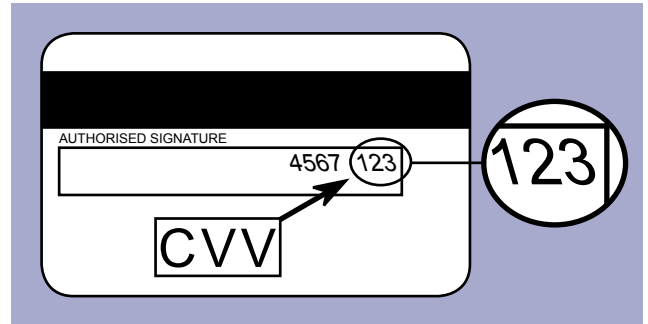
3 This should be the full name of the main applicant as given in his or her passport or travel document.

4 Date of birth - for example, 3 January 1980 should be written 03 01 1980 in the spaces provided.

5 If you do not select a fee then we can not take a payment and your application will be rejected as invalid.

8-12 Complete only if paying by card.

11 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.



- 12** It is the cardholder as named on the credit or debit card who must sign and date.

PAYMENT DETAILS: FLR(BUS)

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Please complete this page in block capitals and black ink after first reading the payment guidance.

1 Contact address in the UK for correspondence

														Postcode					

2 Contact name in the UK if different from that of the applicant

3 Applicant's full name

4 Date of birth

Day	Month	Year

PAYMENT DETAILS Amount - please tick the amount you are paying. If no fee is ticked we cannot take a payment and your application will be rejected as invalid.

5 Representatives of overseas media organisations and Sole Representatives of Overseas Businesses **Retired Persons of Independent Means**

Single applicant - no dependants	£664	Single applicant no dependants	£1530
Main applicant and one dependant	£1328	Main applicant and one dependant	£3060

If more than 1 dependant is applying with you, please state the number in the space below and enter the correct amount specified in the payment guidance in the appropriate box.

Main applicant and dependants

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6 How are you paying? Please tick a box.

Postal order <input type="checkbox"/>	Cheque <input type="checkbox"/>	Debit or credit card <input type="checkbox"/>	Banker's draft <input type="checkbox"/>
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7 Paying by cheque - please give cheque details below

Cheque number	Account number	Sort code

Paying by card - please complete 8-12 below

8 Which card are you using for payment? Please tick a box.

Visa / Electron <input type="checkbox"/>	MasterCard / Amex <input type="checkbox"/>	Delta <input type="checkbox"/>	Maestro / Solo <input type="checkbox"/>
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9 Name on card

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10 Card number

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11 Card details

Valid from	Expiry date	Card security number - CVV	Issue No. (where available)

(3 digit number or 4 digit number for Amex)

12 Cardholder's signature

Date

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's important that the rest of the form begins with Section 1 - Applicant's Details facing upwards.

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**UK Visas
& Immigration**

This document was archived on 19 April 2017

For official use only - unique reference number

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SECTION 1 - APPLICANT'S DETAILS

It is mandatory to complete this section as required. Please note that this application will be invalid if you do not.

1.1 Your title - please tick

If other, what is your title?

Mr	Mrs	Miss	Ms	Other
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1.2 Your gender - please tick

Male	Female
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1.3 Your date of birth

Day		Month		Year	

1.4 Your full name as in your passport or travel document

Photographs

You must provide two identical photographs of yourself with your full name on the back of each one. Please place the photographs, together with those of any dependants included in section 2, in a small sealed envelope and attach it across this space with a staple or paper clip at the right-hand side of the page/envelope.

Please make sure that the staple or paper clip does not damage or mark the photographs. All photographs must be as specified in the separate photograph guidance.

1.5 Surname or family name

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1.6 Any other name(s) by which you are or have been known

1.7 Nationality

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1.8 Place of birth - town or city and country

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1.9 Please provide your Immigration Health Surcharge reference number (IHS):

I	H	S														
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Passport, national identity card or travel document number

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1.10 Home Office reference if you have one

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1.11 National insurance number if you have one

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1.12 Your UK address - please inform us immediately if this changes

Postcode

1.13 Your daytime telephone number

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Your mobile telephone number if you have one

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1.14 Your e-mail address if you have one

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SECTION 2 - DEPENDANTS WHO ARE ALSO APPLYING

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If you have a partner and/or any children under 18 who are living with you in the UK and who are applying with you for an extension of stay as your dependants, it is mandatory to complete this section as required. Please note that this application will be invalid if you do not.

"Partner" means your spouse, civil partner, unmarried or same-sex partner.

If more than 2 children are applying, please give their details on a photocopy of this page, enclose it with this form and place the photographs in a sealed envelope attached to section 1 as instructed there.

Children aged 18 or over must apply separately.

Photographs

You must provide two identical photographs of each dependant who is applying.

Write the dependant's full name on the back of each photograph and enclose them in an envelope attached to section 1 as instructed there.

Your partner's full name

Nationality

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Place of birth - town or city and country

Day	Date of birth Month		Year	Gender - please tick	
				Male	Female

Relationship to you
- please tick

Spouse	Civil partner
Unmarried partner	Same-sex partner

Photographs

You must provide two identical photographs of each dependant who is applying.

Write the dependant's full name on the back of each photograph and enclose them in an envelope attached to section 1 as instructed there.

Child's full name

Nationality

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Place of birth - town or city and country

Day	Date of birth Month		Year	Gender - please tick	
				Male	Female

Relationship to you - please tick

Son	Daughter
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Photographs

You must provide two identical photographs of each dependant who is applying.

Write the dependant's full name on the back of each photograph and enclose them in an envelope attached to section 1 as instructed there.

Child's full name

Nationality

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Place of birth - town or city and country

Day	Date of birth Month		Year	Gender - please tick	
				Male	Female

Relationship to you - please tick

Son	Daughter
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SECTION 3 - WHICH CATEGORY?

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Please tick a box below to show us the category in which you are applying for an extension of stay in the UK and to confirm that you are also applying for a biometric immigration document.

Representative of an Overseas Media Organisation and biometric immigration document

Sole Representative of an Overseas Business and biometric immigration document

Retired Person of independent means and biometric residence permit

SECTION 4 - BIOMETRIC RESIDENCE PERMITS

It is mandatory to complete this section as required. **Please note** that this application will be invalid if you do not do so.

See **Note 1** about Biometrics Residence Permits (BRP).

Note 1. In accordance with the Immigration (Biometric Registration) Regulations, anyone applying for an extension of stay in the UK in either of the categories for which this form is specified must also apply for a Biometric Residence Permit (BRP). This also applies to applications at the same time by any dependants of the main applicant. For information about BRP's please see www.ukba.homeoffice.gov.uk/aboutus/contact/enrol-biometric

4.1 Have you used any name(s) other than the one given at 1.4 in section 1 of this application form in previous UK immigration applications made in the UK or abroad?

Yes No

If yes, go to 4.2. If no, go to 4.3.

4.2 Please give the details specified below. The name in each case should be that in which the application was made. If you need more space, continue on a separate sheet and enclose it with this application form.

The name in which you made the application	Date of application	Country in which application was made	British diplomatic post if application made abroad

4.3 Have you had your fingerprints taken as part of a previous UK immigration application made in the UK or abroad?

Yes No

If yes, go to 4.4. If no, go to 4.5.

4.4 Please give the details specified below in each case. If you need more space, continue on a separate sheet and enclose it with this application form.

The name in which your fingerprints were taken	Date on which they were taken	Place at which they were taken	British diplomatic post if they were taken abroad

Dependants applying with you

4.5 Are any dependants applying with you?

Yes No

If yes, go to 4.6. If no, go to section 5.

SECTION 4 - BIOMETRIC RESIDENCE PERMITS

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4.6 Have any of the dependants applying with you used any name(s) other than the one(s) given in section 2 of this application form in previous UK immigration applications made in the UK or abroad? Yes No
 If yes, go to 4.7. If no, go to 4.8

4.7 Please give the details specified below. The name in each case should be that in which the application was made. If you need more space, continue on a separate sheet and enclose it with this application form.

The name in which the dependant made the application	Date of application	Country in which application was made	British diplomatic post if application made abroad

4.8 Have any of the dependants applying with you had their fingerprints taken as part of a previous UK immigration application made in the UK or abroad? Yes No
 If yes, go to 4.9. If no, go to 4.10.

4.9 Please give the details specified below in each case. If you need more space, continue on a separate sheet and enclose it with this application form.

The name in which the dependant's fingerprints were taken	Date on which they were taken	Place at which they were taken	British diplomatic post if they were taken abroad

Children under 16 applying with you - to be completed only if a child under the age of 16 is applying

4.10 Will the child(ren) be accompanied by a parent when they have their fingerprints and/or photograph taken? If yes, go to section 5. If no, go to 4.11. Yes No

4.11 Please explain the reason below and provide details of the responsible adult who will be accompanying the child(ren). See **Note 2**.

Name of responsible adult	Date of birth	Place of birth	Relationship to child(ren)

Note 2 Under the biometric registration regulations, any child under the age of 16 who is required to apply for a Biometric Residence Permit (BRP) must have their fingerprints and/or a photograph taken in the presence of a responsible adult. For information about BRP's please see www.ukba.homeoffice.gov.uk/aboutus/contact/enrol-biometric/

SECTION 5 - YOUR HOME AND FINANCES

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- 5.1 Is your home in the UK:
- a) owned by you? b) rented from a local authority or housing association by you? c) privately rented by you?
- d) owned or rented by a relative or friend? e) other? 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 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 5.4, you must tick the relevant box(es) to show which of these are being received.

- | | | |
|--|--|---|
| Attendance Allowance <input type="checkbox"/> | Disability Living Allowance <input type="checkbox"/> | Personal Independent Payment <input type="checkbox"/> |
| Carer's Allowance <input type="checkbox"/> | Housing Benefit <input type="checkbox"/> | Severe Disablement Allowance <input type="checkbox"/> |
| Child Benefit <input type="checkbox"/> | Housing or Homelessness assistance <input type="checkbox"/> | Social Fund Payment <input type="checkbox"/> |
| Child Tax Credit <input type="checkbox"/> | Income-based Jobseeker's Allowance <input type="checkbox"/> | State Pension Credit <input type="checkbox"/> |
| Council Tax Benefit <input type="checkbox"/> | Income Related Employment and Support Allowance <input type="checkbox"/> | Universal Credit <input type="checkbox"/> |
| Council Tax Reduction <input type="checkbox"/> | Income Support <input type="checkbox"/> | Working Tax Credit <input type="checkbox"/> |

Personal History (criminal convictions, war crimes, etc.)

It is mandatory to complete section 6. If it is not complete the application will be invalid and will be returned to the applicant.

This section asks about any criminal convictions, cautions, any civil judgements or civil penalties made against you or any dependants who are applying with you and details of any involvement you or any dependants who are applying with you may have had in war crimes, genocide, crimes against humanity or terrorism. If you fail to answer all of these questions as fully and accurately as possible, your application may be refused.

It is an offence under Section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which is known to be false or is not believed to be true. Information given will be checked with other agencies.

6.1. Have you or any dependants who are applying with you been convicted of any criminal offence in the UK or any other country?

Yes - go to question 6.2

No - go to question 6.3

6.2. Please give details below for each criminal conviction, starting with the most recent one. If you or any dependants who are applying with you have received more than two convictions, please photocopy this page and enclose it with this form.

Note: 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.

Criminal conviction 1

Country where convicted

Nature of the offence

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Sentence given

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Date sentenced

D	D
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M	M
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Y	Y	Y	Y
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If you or any dependants who are applying with you were sentenced to a period of imprisonment, what was the length of the prison sentence imposed (in months)?

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months

Criminal conviction 2

Country where convicted

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Nature of the offence

Sentence given

Date sentenced

If you or any dependants who are applying with you were sentenced to a period of imprisonment, what was the length of the prison sentence imposed (in months)?

months

6.3. Have you or any dependants who are applying with you been subject to, or received, any other penalty in relation to a criminal offence; for example caution, reprimand, warning, or similar penalties in the UK or any other country?

Yes

go to 6.4

No

go to 6.5

6.4 Give details of each penalty you have received, starting with the most recent one. If you or any dependants who are applying with you have received more than two such penalties, please photocopy this page and enclose it with this form.

Details of penalty 1

Name of person

Country where penalty given

Offence

Type of penalty (e.g. caution, reprimand, warning or other - please state)

Date of penalty

D	D
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M	M
---	---

Y	Y	Y	Y
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Details of penalty 2

Name of person

Country where penalty given

Offence

Type of penalty (e.g. caution, reprimand, warning or other - please state)

Date of penalty

D	D
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M	M
---	---

Y	Y	Y	Y
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6.5 Have you or any dependants applying with you had any UK court judgment against you for non-payment of a debt, or received a civil penalty under UK Immigration Acts?

Yes go to 6.6

No go to 6.7

6.6 Give details for each UK court judgment or civil penalty under UK Immigration Acts, starting with the most recent one. If you or any dependants applying with you have received more than two court judgments and/or civil penalties under the UK Immigration Acts, please photocopy these pages, complete the details, and enclose them with this form.

Details of court judgment or civil penalty 1

Name of Person

Specify whether you had a court judgment or civil penalty

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SECTION 6 - PERSONAL HISTORY

Date of court judgment or civil penalty

Details of court judgment or civil penalty 2

Name of Person

Specify whether you had a court judgment or civil penalty

Date of court judgment or civil penalty

You must answer questions 6.7 to 6.12 below even if you have answered no to question 6.1.

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

6.7 Have you or any dependants who are applying with you been arrested and charged in any country with any criminal offence and are awaiting, or are currently on trial? Yes No

6.8. In times of either peace or war have you or any dependants who are applying with you ever been involved, or suspected of involvement, in war crimes, crimes against humanity or genocide? Yes No

6.9. Have you or any dependants who are applying with you ever been involved in, supported or encouraged terrorist activities in any country? Yes No

6.10. Have you or any dependants who are applying with you ever been a member of, or given support to, an organisation which has been concerned in terrorism? Yes No

6.11. Have you or any dependants who are applying with 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

6.12. Have you or any dependants who are applying with you ever engaged in any other activities which might indicate that you may not be considered to be persons of good character? Yes No

SECTION 6 PERSONAL HISTORY

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6.13. How long have you lived in the UK? Years Months

Please provide details of any periods of absence of more than 6 months during that time.

Date you left the UK	Date you returned to the UK	Reason for absence

6.14. Please state what cultural, social and family ties you have with:

- The country where you were born
- Any other country whose nationality you hold
- Any country where you have lived for more than 5 years

You should tell us about any family, friends, or other connections with that country.

Country	Social cultural or family ties

6.15 . If you have answered yes to question 6.7, 6.8, 6.9, 6.10, 6.11 or 6.12, you must give further details in the space provided below. If you need more space, continue on a separate sheet and enclose it with this form.

DEFINITIONS

For the purposes of answering questions **6.7 to 6.12**, 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.legislation.gov.uk/ukpga/2001/17/schedule/8 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 who are applying with you.

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 7 - PHOTOGRAPHS

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It is mandatory to provide the relevant photographs specified below, and for each photograph to comply with the mandatory format requirements specified in the separate photograph guidance provided with this form.

Please note that this application will be invalid if you do not provide the photographs or if they do not comply with the specified mandatory format requirements.

Tick the relevant box(es) to confirm the photographs you are providing and enclose them in a small sealed envelope attached to section 1 as instructed there.

Two recent identical passport-size photographs of yourself with your full name written on the back of each photograph. Please see the separate photograph guidance on the approved format.

Two recent identical passport-size photographs of each dependant included in section 2 and applying for an extension of stay in the UK with you, with their full name written on the back of each photograph.

SECTION 8 - DOCUMENTS

You must provide the documents specified below which are relevant to your application. If you do not, we reserve the right to decide your application on the basis of the information and documents provided. Tick the relevant boxes to show the documents you are providing. They must be originals.

All applicants must provide the relevant documents specified in 8A.

You must also provide the relevant documents specified in 8B or 8C for the category in which you are applying.

Please note that, in some cases, we may have to ask for other documents in addition to those specified in this form.

8A All applicants

Passports and immigration documents

Your valid passport or a national identity card. If you do not have these, your most recent passport or national identity card. If you have neither of these, you can provide a travel document. If you last entered the UK on a previous passport or travel document, please also provide this document if you have it.

The valid passport(s), national identity card(s) or travel document(s) for each dependant included in section 2 and applying for an extension of stay 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 BRP if you have been issued with one since entering the UK. See Note 4.

The BRP for each dependant included in section 2 and applying for an extension of stay in the UK with you if they have been issued with them since entering the UK. See Note 4.

Note 4 Residence Permits have been issued to certain foreign nationals since 25 November 2008 when they have been given permission to remain in the UK. Unless reported lost or stolen, they should be enclosed with any application for further permission to remain in the UK.

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 an extension of stay in the UK with you if they have been asked to register with the police.

Your finances

- Evidence of your finances. Bank statements, building society savings books, pay slips or other formal documents as evidence of your ability to maintain and accommodate yourself and any dependants without recourse to public funds (**see Note 5**).

Note 5 The documents showing the finances available to you should cover at least the last 3 months. We do not accept internet or cashpoint statements as evidence of finances.

8B Representative of an Overseas Business (Sole Representatives)

If you are applying for an extension of stay as a representative of an overseas business, in addition to the relevant documents in **8A**, you must provide the following documents:

- Confirmation from the parent company that its headquarters and principal place of business remain outside the UK and that it wishes to continue to employ you as previously.
- Evidence that either a registered branch or wholly-owned subsidiary has been established in the UK. In the case of a registered branch this evidence may be provided by means of a Companies House Certificate of Registration. In the case of a wholly-owned subsidiary this evidence should be provided by means of a Companies House Certificate of Incorporation, together with either a copy of the share register or a letter from the company accountants confirming that all shares are held by the parent company.
- Evidence that you are employed full-time as a Representative of an Overseas Business. This is best provided in the form of documents such as a P60 and original formal payslips for the last three months.
- Evidence that the UK operation is active. Such evidence may take different forms according to the nature of the business. If there are accounts for the business, you should provide these; you should also provide copy invoices, contracts and business letters.

8C Representative of an Overseas Business (Media Representatives)

If you are applying for an extension of stay as a representative of an overseas business, in addition to the relevant documents in **8A**, you must provide the following documents:

- Confirmation from the overseas media organisation that you continue to be employed by the overseas media organisation on a full time basis.

8D Retired person of independent means

If you are applying for an extension of stay as a retired person of independent means, in addition to the relevant documents in **8A**, you must provide the following documents:

- Evidence that you have made the UK your main home since you were given leave to enter or remain as a retired person of independent means. This is best provided in the form of all the passports you have held during this period. You should also provide a list of your movements in and out of the country during this period.
- Evidence that you have had an income of your own of not less than £25,000 each year which is under your control and disposable in the UK.

SECTION 9 - DECLARATION
This document was archived on 13 April 2017

You must now read the declaration below and sign it. This must be signed by you (the applicant) and not by a representative or other person acting on your behalf.

It is mandatory for the declaration to be signed.

Please note that this application will be invalid if it is not signed as specified above.

I hereby apply for an extension of stay 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 confirm that the photographs submitted with this form are a true likeness of myself and any dependants who are applying with me, as named on the back of each photograph, and that I have had the opportunity to see the UK Visas and Immigration photograph guidance.

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.

As required to do so by the Immigration (Biometric Registration) Regulations, I confirm that I also apply for a biometric immigration document for myself and any dependants applying with me. I understand that the Home Office may make enquiries about any responsible adult nominated by me to be present when any child under the age of 16 applying with me has their fingerprints and/or a photograph taken.

I understand that all information provided by me to the Home Office will be treated in confidence; 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; and that, if such bodies provide the Home Office with any information about me which may be relevant for immigration purposes, it may be used in reaching a decision on my application.

I understand that my details may in certain circumstances be passed to fraud prevention agencies to prevent and detect fraud and money laundering. I also understand that such agencies may provide the Home Office with information about me. Further details explaining when information may be passed to or from fraud prevention agencies and how that information may be used can be obtained from the Home Office website.

I understand that documents provided in support of this application will be checked for authenticity; and that false documents will be retained and may result in my application being refused and in 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.

I understand that if I am informing the Home Office that I have changed my gender, these details may in certain circumstances be shared with other Home Office colleagues. I consent to this, where necessary and understand that this information will only be shared in limited circumstances relating to identity and security in line with Section 22 of the Gender Recognition Act. I am aware they will otherwise be treated in confidence and that my rights under the Equality Act 2010, Data Protection Act 1998 and Article 8 of the European Convention on Human Rights will be unaffected.

Signature

Date

PHOTOGRAPHS AND DOCUMENTS CHECKLIST

This document was archived on 13 April 2017

Please complete this part of the form to help us check that we have received your photographs and documents. At "A", tell us how many of each of the listed items you are providing with your application. At "B", list any other documents provided by you and state how many in each case. Continue on a separate sheet if necessary and enclose it with this form. All documents must be originals.

A. Listed items	How many?
Photographs of yourself	
Photographs of any dependants applying	
Passports	
National identity cards	
Travel documents	
Biometric Residence Permits (BRP)	
Police registration certificates	
Bank statements	
Building society savings books	
Pay slips (Representative of an Overseas Business only)	

A. Listed items continued	How many?
Letter from employer (representative of an overseas business only)	
Document(s) from Companies House (rep of an Overseas Business only)	

B. Other documents	How many?

Please note that, in some cases, we may have to ask for other documents in addition to those specified in this form.

FINAL CHECKS

To ensure that your application is complete, please make the following final checks. Tick each box that is relevant to your application.

Is FLR(BUS) the right form for you and is it valid for use? See date and notes on front page.

Have you completed the payment details page and made the correct payment?

Have you completed sections 1 and 4, and, if required to do so, section 2?

Have you ticked a box in section 3 to show the category in which you are applying?

Have you completed section 6 and the rest of the form as specified?

Have you provided the photographs specified in section 7 and are they in the approved format?

Have you provided your valid passport, national identity card or travel document as specified in section 8A and all other relevant documents specified in section 8 and are they originals?

If you are unable to send us any of the documents specified in section 8 which are relevant to your application, or if you are unable to provide originals, have you given an explanation and said when you will be able to send them?

Have you signed and dated the declaration in section 9?

Finally, if you are posting it, please make sure that the application is addressed exactly as shown below.

Home Office
 Leave to Remain - FLR(BUS)
 PO Box 495
 Durham
 DH99 1WR