



# Application For No Time Limit (NTL) And A Biometric Immigration Document By Someone Who Already Has Indefinite Leave To Enter Or Remain In The UK

In accordance with paragraph 34 of the Immigration Rules, this form is specified for the purpose of the Immigration Rules as of 6 April 2018 and must be used for all applications made on or after that date for the purpose stated on this page.

EEA residence permit holders or persons with Limited Leave to Remain in the United Kingdom **should not** use this form

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

- NTL guidance notes
- Rules for passport photographs

If you do not already have these documents, you can get them from our website at [www.gov.uk/government/organisations/uk-visas-and-immigration](http://www.gov.uk/government/organisations/uk-visas-and-immigration)

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

Applications on this form may be made by post or in person at one of our Premium Service Centres. To apply in person, you must make an appointment.

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

**Home Office**  
Leave to Remain - NTL  
PO Box 502  
Durham  
DH99 1WG

Application for  
No Time Limit -  
NTL by someone  
who already has  
indefinite leave  
to enter or  
remain in the UK

Application for  
No Time Limit –  
NTL by someone  
who already has  
indefinite leave to  
enter or remain in  
the UK and wishes  
to change their  
personal details  
contained on  
their immigration  
status document or  
Biometric Residence  
Permit (BRP)

Biometric  
immigration  
document (Biometric  
Residence Permit  
(BRP))

This form is  
valid only for  
applications made  
on or after  
6 April 2018

# PAYMENT GUIDANCE

## THE FEE

For applications on this form, there is a fee of £229 for applications made by post.

Applications can be made in person at a Premium Service Centre for a same day consideration of your application. There is an additional fee for this service and all fees will be taken when you book an appointment. For more details and to book an appointment please visit [www.gov.uk/ukvi-premium-service-centres](http://www.gov.uk/ukvi-premium-service-centres)

Number of applicants	Postal
Yourself and 1 dependant	£458
Yourself and 2 dependants	£687
Yourself and 3 dependants	£916
Fee for each additional dependant	£229

If one or more dependants are applying with you, the fee increases by £229 for applications made by post.

There is only one fee payable per application form. 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.

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.

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

## Biometric enrolment fee

As part of your application you are required to enrol your biometric information. You will be charged an additional handling fee for this service, payable to 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 biomet-

ric enrolment fee with your application fee.

Applicants on some immigration routes are exempt from paying an enrolment fee at the Post Office Ltd. If you are in one of these categories you will be informed of this when we send you a biometric notification letter.

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](http://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 if they apply separately, they must pay the full specified fee. Children aged 18 or over cannot 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 card<sup>1</sup> - Visa (including Electron), MasterCard or American Express (Amex)
- Debit card - Delta, Maestro\* (including Solo)
- Banker's draft

If you are paying by credit or debit card at a Premium Service Centre, we cannot accept payment by that method unless the cardholder is present.

\* Maestro - we will accept any Maestro card if you are applying in person at a Premium Service Centre but only Maestro cards issued in the UK if you are applying by post.

<sup>1</sup> 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.

## 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 the 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.

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

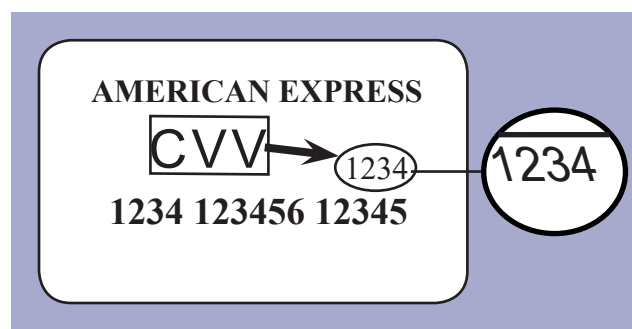
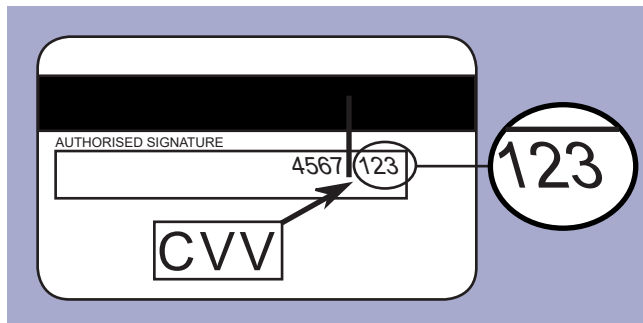
## COMPLETING THE PAYMENT DETAILS PAGE

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 cannot take a payment and your application will be rejected as invalid.
- 8-12 Complete only if paying by card.
- 11 The Card Verification Value (CVV) is a 3-digit security code found on the back of the card on the signature strip - it consists of the last 3 digits. For Amex the security code consists of 4-digits and is found on the front of the card.

If you do not provide the CVV number, we cannot take the payment and your application will be rejected as invalid.

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







Grid for unique reference number

SECTION 1 - APPLICANT'S DETAILS

1.1 Your title - please tick

Mr Mrs Miss Ms Other

If other, what is your title?

Text box for other title

1.2 Your gender - please tick

Male Female

1.3 Your date of birth

Day Month Year grid

1.4 Your full name as in your passport or travel document

Large grid for full name

1.5 Surname or family name

Grid for surname

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

Large grid for other names

1.7 Nationality

Grid for nationality

1.8 Place of birth - town or city and country

Grid for place of birth

1.9 Passport or travel document number

Grid for passport number

1.10 Home Office reference if you have one

Grid for Home Office reference

1.11 National insurance number if you have one

Grid for National Insurance number

1.12 BRP Reference Number

Grid for BRP Reference Number

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

Large grid for UK address with Postcode label

1.14 Your daytime telephone number

Grid for daytime telephone number

Your mobile telephone number if you have one

Grid for mobile telephone number

1.15 Your email address if you have one. We may use your email address to communicate with you about the status of your application. Please write your email address clearly in block capitals and note that we can only send updates to the email address you provide

Text box for email address

1.16 Please re-enter your email address in block capitals in the box below

Text box for re-entered email address

Photographs section with instructions and a note about staples/clip damage.









# SECTION 3 - PERSONAL HISTORY

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

**3.3. Do you or any dependants who are applying with you have any civil judgments against you or any civil penalty under the UK Immigration Acts?**

Yes  go to 3.4

No  go to 3.5

**3.4. Give details for each civil judgment or any civil penalty under UK the Immigration Acts, starting with the most recent one.**

**If you or any dependants who are applying with 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

**Country where judgment made**

Details of judgment or civil penalty 2

Date of judgment or civil penalty

**Country where judgment made**

You must answer questions 3.5 to 3.10 below even if you have answered no to question 3.1.

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

3.5. Have you or any dependants who are applying with you ever been charged in any country with a criminal offence for which you have not yet been tried in court? Yes  No

3.6. 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

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

3.8. 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

3.9. 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

3.10. 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

3.11. 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

**3.12.** Please state what 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

**3.13. If you have answered yes to question 3.5, 3.6, 3.7, 3.8, 3.9 or 3.10, 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.**

## SECTION 3 - PERSONAL HISTORY

### DEFINITIONS

For the purposes of answering questions 3.5 to 3.10, 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/contents](http://www.legislation.gov.uk/ukpga/2001/17/contents) 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 5 - PHOTOGRAPHS

It is mandatory to provide the relevant photographs specified below. Please note that this application will be invalid if you do not provide them.

The photographs must be in the format specified in the separate UK Visas and Immigration photograph guidance provided with this form. If they are not, they may be rejected as unacceptable and you will have to provide others which are acceptable. This will delay consideration of your application.

Tick the 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 a no time limit stamp with you, with their full name written on the back of each photograph.

## SECTION 6 - DOCUMENTS

**You must provide the document that confirms your immigration status in the UK. This may be your current passport/travel document or your immigration status document. You should also provide the same documents for any dependant(s) listed in section 2 of this form.**

Tick the relevant boxes to show the documents you are providing. You should photocopy any pages that contain personal details, visas or immigration stamps (foreign or UK) and submit these with the original document(s).

- Your current passport or travel document
- Your immigration status document if separate to your passport
- Your dependant(s) current passport(s) or travel document(s)
- Your dependant(s) immigration status document(s) if separate to their passport(s)

In addition, where applicable, please provide the documents specified in section A or B below. If you omit to send us Home Office letters, or have lost any we will aim to decide your application by checking the information held about you on Home Office systems.

Tick the relevant boxes to show the documents you are providing. They must be originals. You should photocopy each of these documents and provide the copies in addition to the originals. You should also provide photocopies of any passport(s) or travel document(s) submitted including any pages that contain personal details, visas or immigration stamps (foreign or UK).

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

### A

- All passports or other travel documents you have been issued since you were granted your Indefinite Leave to Enter/Remain.
- All passports or other travel documents your dependant(s) have been issued since they were granted Indefinite Leave to Enter/Remain.

### B

If you are unable to provide the documents in section A above and you and/or your dependant(s) were granted ILR on a previous passport or other travel document, **you must provide;**

- Evidence of continuous residence in the UK during the period since you and any dependant(s) who are applying with you were granted indefinite leave, such as:
- council tax letters
  - letter(s) from a GP confirming dates of attendance
  - letter(s) from a school/college confirming dates of attendance
  - electricity, gas or water bills
  - letter(s) from employer(s) confirming employment, and
- A police report or police reference number for the theft or loss of any missing passport(s) and/or travel document(s), and
- If you have them in your possession, any home office letter(s) notifying you and/or your dependants of the grant of indefinite leave to enter or remain in the UK. If you do not have such letters to provide, we will aim to decide your application by checking the information held about you on Home Office systems.





## SECTION 8 - DECLARATION

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. If you are under 18, your parent or guardian may sign.

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 indefinite leave (no time limit) stamp to be fixed on my current passport or other document and those of 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 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.

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

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. You should photocopy each of these documents and provide the copies in addition to the originals.

A. Listed items	How many?	B. Other documents	How many?
Photographs of yourself			
Photographs of any dependants			
Passports			
Travel documents			
Police report or reference number if passport(s) lost or stolen			
HO Letter(s) notifying immigration status			
Documents proving identity			
Evidence of continuous residence in UK			
Biometrics Residents Permit/s			

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 NTL the right form for you and is it valid for use? See date and notes on front page.	<input type="checkbox"/>	Have you completed the payment details page and made the correct payment?	<input type="checkbox"/>
Have you completed section 3 and the rest of the form as required?	<input type="checkbox"/>	Have you provided the photographs specified in section 5 and are they in the approved format?	<input type="checkbox"/>
Have you provided your current passport or travel document and all other relevant documents specified in section 6 and are they originals? (we also require photocopies of the same).	<input type="checkbox"/>	If you are unable to send us any of the documents specified in section 6 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?	<input type="checkbox"/>
Have you, or a parent or guardian if you are under 18, signed and dated the declaration in section 8?	<input type="checkbox"/>		

Finally, if applying by post, please make sure that the application is addressed exactly as shown below.

**Home Office**  
 Leave to Remain - NTL  
 PO Box 502  
 Durham  
 DH99 1WG