Asylum Support Application (Form ASF1) – Help and Guidance
Before You Begin: Things You Should Know

Confidentiality
We will treat information you give us in confidence. However, we may give it to other government departments, agencies and local authorities as part of the process of determining your claim. We will give information to, for instance, our accommodation providers, cash support providers and the voluntary sector. This is so they can give you the support we ask them to provide. We will give the police information, if necessary, so they can prevent, detect, investigate or prosecute criminal offences.

The Home Office will use the personal information you provide to consider your application. We may also share your information with other public and private sector organisations in the UK and overseas. For more detail please see the Privacy Notice for the Border, Immigration and Citizenship system at: www.gov.uk/government/publications/personal-information-use-inborders-immigration-and-citizenship. This also sets out your rights under the Data Protection Act 2018 and explains how you can access your personal information and complain if you have concerns about how we are using it.

Eligibility criteria
An asylum seeker, for support purposes, is defined as a person over 18 years old who has made an asylum claim or a claim under Article 3 of the European Convention on Human Rights (ECHR) which is still under consideration from either the Home Office or the Immigration Tribunal (if the decision is at appeal).

If your claim has been fully determined including all appeals, you will not be eligible for section 95 support, but may be eligible for section 4 support. **You may be eligible for Section 95 support if:**

- you have made a claim for asylum in the United Kingdom under the Refugee Convention and are waiting for a decision;
- you have made a claim for asylum under Article 3 of the European Convention on Human Rights, and are waiting for a decision;
- you are the dependant of an asylum seeker, as defined in Regulation 2 of the Asylum Support Regulations 2000, and no application for support has been made for you; or
- you have appealed against the refusal of your asylum claim, and the Tribunal; the Court of Appeal (or Court of Session in Scotland), or the House of Lords have not yet decided your case.

**You may be eligible for section 4 support if:**

- You are a failed asylum seeker as defined by section 4 of the Immigration and Asylum Act 1999, and wish to apply for support whilst you are making arrangements for a voluntary departure or there is another temporary barrier to you leaving the UK.
- you, and any dependants, are, or are likely to become homeless or lose all financial resources within the next 14 days.
What happens when we receive your application
When we receive your fully completed application a caseworker will assess whether you are eligible for support by reviewing all the available evidence. Sometimes the caseworker will request more information from you if it has not been provided and is necessary to make the assessment. When we complete the assessment, we will tell you the decision by writing to you. If you are successful, we will provide a support package for you, and send the details to you.

If we refuse your application, we will write to you and tell you why, and we will provide information on how to appeal the decision if you wish to.

How long does the application process take?
Each case will be different so it is difficult to say how quickly we will be able to decide an individual application. However, if you are an asylum seeker with nowhere to live, and no funds with which to accommodate yourself, you can apply for full board initial accommodation while we are considering your application for longer term asylum support.

If you are a failed asylum seeker and have applied for section 4 support a decision will generally be made on your application within five working days if you have given us all the information we need. We will write to you immediately or use one of the contact numbers you provide in this form to ask for further information if necessary.

If you need an update on your application’s progress Migrant Help can request an update from the Home Office for you. This can be done by calling the advice line on 0808 8000 630 or, emailing: AH@migranthelpuk.org. If you wish to ask for an update directly from the Home Office, contact them at: PO Box 471, Dover, CT16 9FN.

How to complete your application: all sections

Destitution Message
You must read the destitution message and ensure that you fully understand what it means and the implications should you provide false information. Incomplete or misleading information may delay consideration of your application. You must tick the box to confirm that you have read and understood the message. If you fail to tick this box your application will not be accepted. You must answer all questions that are applicable to you and your dependants. Failure to do so may delay consideration of your application.

<table>
<thead>
<tr>
<th>Section 1</th>
<th>Reference Numbers</th>
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<tbody>
<tr>
<td>Asylum support reference numbers</td>
<td>Always provide your support reference number (previously NASS reference number) if you have one.</td>
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<tr>
<td></td>
<td>If you have more than one reference number, for example a Home Office or Port reference, you should provide them as well.</td>
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<tr>
<td></td>
<td>Any other relevant reference numbers, for example, NHS number can be entered in the box provided.</td>
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<tr>
<td>Type of support are you applying</td>
<td>You should show the support you are applying for by ticking the relevant box:</td>
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for

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<tr>
<th>Section 2</th>
<th>Personal Details</th>
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<tbody>
<tr>
<td>Name</td>
<td>Give all the names that you have used or been known by. For instance, a name that is shown on any official documents such as a passport or other travel documents. Include your first name, middle name, personal names and any religious or “pet” names. Give any other names you have used, if they are different from the ones you have given earlier. This should include: your name when you were born (if different from above); your maiden name (the name you used before you got married), and any other names that you have used.</td>
</tr>
<tr>
<td>Date of Birth</td>
<td>Enter your date of birth as recorded on your asylum claim in the following format: (DD - MM - Year) for example a birth date of the 16th February 1971 should be written as 16 - 02 -1971.</td>
</tr>
<tr>
<td>Relationship status</td>
<td>Tell us your relationship (marital) status. A civil partnership is a legally recognised union. The term is synonymous with other forms of legal recognition such as civil union, registered partnership and domestic partnership. If you are living with a partner but not legally married or in a civil partnership, please select single; Widowed; Divorced or dissolved partnership, as appropriate.</td>
</tr>
<tr>
<td>Dependants</td>
<td>Tell us how many dependants (spouse and children) will be included on your application for support. If you are applying for any dependants that are not on your asylum application, you need to provide an explanation as to why you are applying for them.</td>
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<tr>
<th>Section 3</th>
<th>Passport Details</th>
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<tbody>
<tr>
<td>If you have ticked “Yes” to this question, you must answer all the follow-up questions and provide any supporting documents you have or explain why you no longer have them in your possession.</td>
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<tr>
<th>Section 4</th>
<th>Other Nationalities You Hold Now</th>
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<tbody>
<tr>
<td>Tell us if you hold another nationality to the one you declared in</td>
<td></td>
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</table>
section 3. Tell us what it is and how you qualify. If you have previously had another nationality that you do not have now, you should also declare it in this section.

**Section 5**

**Your Current Circumstances**

Tell us if you are, or will you be, without accommodation or the means to meet your essential living needs within 14 days? If yes tell us when you expect to be homeless and or unable to meet your essential living needs. Particularly tell us if you are street homeless.

If you are homeless please provide a phone number (possibly, charity, representative, friend etc.) we can contact you on to arrange for your transport to accommodation if appropriate.

**Section 6**

**Address and Contact Details in the UK**

**Current address**

Tell us about your current accommodation and support situation. Include address in the United Kingdom if you have ticked “yes”. This is the address you are living at when you make this application for support.

Tell us where you will be staying tonight and who is providing you with that accommodation. You must tell us where you have been staying, and how you have been able to support yourself since arriving in the UK

Tell us the address you want us to send all for your correspondence to.

**Previous addresses**

You should give any other addresses used, with the dates you resided there, since you have been in the UK, use the additional information section if you have more than 1 previous address, and tell us why you have more than one address.

**Rented accommodation**

This is accommodation that you rent from either a private landlord (including relatives) or from a local authority. It can be self-contained accommodation, a hostel, bed and breakfast or a hotel. You should provide details of the amount you pay in rent, for example, £400 a month, and give details of the landlord. If someone else pays the rent for you, you should give details of this person. If you are in a hostel or bed and breakfast you should provide a bill or invoice. If you are and do not do so, your application may be delayed.

**Section 7**

**Legal Representative**

If you have legal representation from the Office of the Immigration Services Commissioner (OISC) you must provide full details.

Immigration advisers are regulated by the Office of the Immigration Services Commissioner. Their website at [www.oisc.gov.uk](http://www.oisc.gov.uk) contains a list of authorised advisers.

**Section 8**

**Support**
Support that your friends or relatives in the United Kingdom, or elsewhere, provide you with when you apply for asylum support will be considered.

Say whether friends or relatives can give you financial support but not accommodation. If they can, provide details in the additional information page (section 27). Include their address and their relationship to you.

Tell us what financial support you receive and how often you receive it, for example, ‘£30 a week’.

If a friend or relative provides you with accommodation, you should also give details, for example, "I am staying with my brother in his two-bedroom flat'.

You should provide a signed statement from the friend or relative which must include their details (name, contact number and address) and an explanation as to why they are no longer able to support you and when the support is due to end (a date must be provided).

**Section 9**  
**Employment History**

If you have ticked yes to this question, you must answer all the follow-up questions and provide your current and any past National Insurance numbers, P45’s and P60’s for employment you have had whilst in the UK.

**Employment whilst in the UK**

Give details of any current or previous employment you have or have had whilst in the UK; this includes permanent, temporary, full-time or part-time employment. You must provide the employers full name and address for each job you have had.

Work includes permanent employment and self-employment, including temporary, part time or full time working.

**Payment to you or a dependant**

If you or they are paid every week or every month, you should send your or their last five wage slips. If you do not do this, your application may be delayed. We may contact your employer to confirm how much you earn and how many hours you work. If you have worked previously you must submit your P45 as proof that your employment has ended.

**Additional employers’ details**

If you, your partner or spouse, or adult dependant have additional employers to add, do so on the additional information page.

**Section 10**  
**Visa Applications**

If you declared funds or property as part of your visa application, and provided evidence to this effect, you must show this evidence as part of your asylum support application. It is also necessary for you to provide bank statements or other evidence to show what has happened to your funds that were declared and provide statements...
for these accounts for, at least, the last 6 months. If you are claiming that the visa application was fabricated, you must supply evidence to verify your actual circumstances.

<table>
<thead>
<tr>
<th>Sections 11A and 11B</th>
<th>Monetary Assets in the UK and Abroad</th>
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<tbody>
<tr>
<td>Partner, Spouse or Dependants</td>
<td>You must tell us about any cash, savings and or investments that belong to you, your partner or spouse and or dependants, whether the funds and or assets are in the United Kingdom or elsewhere. If you, your partner and or dependants have savings, or investments you should send us the relevant documents to show how much they have.</td>
</tr>
<tr>
<td>Financial accounts and statements</td>
<td>You must provide full and authenticated statements showing all transactions for the last 6 months for all bank accounts, credit cards or financial accounts that you and or your dependants have in the UK and abroad, even if they are now closed. This should include any personal or other loans or credit agreements you have. If you do not have these statements in your possession, you should obtain copies from the relevant bank or provider. (If you have had a visa in the last 12 months, then bank statements should be from the date of which the visa was applied for). You must provide an explanation for all unidentified transactions whether credit or debit, include who the transaction is to and from, what it is for, and provide evidence to clarify. If you claim that you are not able to provide statements for your accounts held abroad or they are inaccessible, then you must provide satisfactory evidence to support this.</td>
</tr>
<tr>
<td>Assets not available immediately</td>
<td>Tell us if you think your assets are not reasonably available to you, or it is not reasonable that you sell them, you must give reasons (use section 27, additional information if necessary).</td>
</tr>
<tr>
<td>Cash</td>
<td>If you, your partner or spouse and or dependants, have cash in the United Kingdom or outside of the UK, you should say how much you and or they have. For example, if you, or your dependants, have 100 Euros, you should tick the relevant 'Yes' box then enter the amount (in Euros) in the table below it. You should say in the 'Description' box that the currency is “Euros”. If you cannot access the money, you must provide an explanation as to why.</td>
</tr>
<tr>
<td>Savings</td>
<td>You should say if you, your partner or spouse or your dependants, have any savings. These may be in a bank, building society, Post Office account or other financial institution. You should say if the account is in the United Kingdom or abroad. You must state how much is in the account and send us the relevant documents (account statements covering the last 6 months). You must state the value in the actual currency. You should say if you or they can get any money that is held in a financial institution abroad. If you cannot access this money, you should explain why you cannot access it and provide evidence.</td>
</tr>
</tbody>
</table>
| Investments                                                                 | Tell us if you, your partner or spouse and or your dependants, have any investments. This includes any businesses, investment and income bonds, life insurance policies, national savings certificates, personal pension scheme, premium bonds, stocks and shares and unit trusts.

These investments may be in the United Kingdom or abroad. You should tell us the value of your investments and send us the relevant documents. You do not have to change the value into pounds’ sterling. If your investments are outside the United Kingdom, and you think that you cannot access them you should give the reasons for believing that. We may ask you to send us the relevant documents. |

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<tr>
<th>Sections 12 A and 12B</th>
<th>Material Assets in the UK and Abroad</th>
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</table>
| Property and or land   | You, your partner or spouse and or dependants may have land, a house, outbuildings, a garage, business assets or goods, in the United Kingdom or elsewhere. If so, you should tell us how much it is worth and send us the relevant documents. If you, or your dependants, own a car, van, lorry, boat or other motorised vehicle, you must tell us about them. You must include the age, type; model and how much it would be worth if you sold it. You must provide documentary evidence to support this (for instance, V5, Insurance certificate, cancellation of insurance. receipts).

Evidence must be provided to demonstrate your attempts to sell the vehicle. In some circumstances, we may ask you to send us the relevant documents that shows you have tried to sell your property.

If you, your partner or spouse and or dependants have property outside the United Kingdom, you should also say if it is available to you. You may not be able to use the property or you maybe renting it out. If so, you should tell us. For example, you may own a house in your country of origin.

If you, your partner or spouse and or dependant(s) live in a property that you or they own, you should arrange to sell the property within six months of making your application. We will treat any money from the sale of your or their property as cash or savings. You should send evidence that shows you or they have tried to sell your property. |

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<tr>
<th>Section 13</th>
<th>Welfare and Benefits</th>
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</table>
|            | If you or your dependants receive any public funds (state benefits), you must tell us about all that you or your dependants are in receipt of. You will need to send us a copy of your or their benefit book or advice letter. If you or they have recently lost benefits because you or they are no longer eligible, you will need to send us documents to show this.

You will be required to provide evidence that any funding you have received has been stopped or will be stopped on receipt of asylum support. |
<table>
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<tr>
<th><strong>Sections 14 and 15</strong></th>
<th><strong>Individual Circumstances and or Accommodation Needs</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>If you have any tick the relevant box. You must provide supporting evidence from a health professional. Only requests with a medical need (with supporting evidence) or children in their exam years at secondary school will be considered valid reasons for requesting specific dispersal areas.</td>
<td></td>
</tr>
<tr>
<td>Pregnancy</td>
<td>Provide either a maternity certificate given to you by your midwife or doctor (MATB1) or certified medical evidence providing it shows the date your baby is due.</td>
</tr>
</tbody>
</table>
| Mental Health and or other serious health conditions | Tell us if you receive any treatment, medication or counselling. This may affect the accommodation we offer you.  
Tell us if you have any special requirements because of your medical condition. For example, you may need to put your medicine in the fridge. Provide a letter from your care professional to support your claim. |
| Domestic Violence | You should tell us if are in fear of a person who normally stays with you as a member of your family. **You may do this at any time and in confidence.** |
| Victim of Trafficking | Tell us if you are a victim of trafficking and provide any evidence from the police or other sources to support this claim. |
| **Section 16** | **Dependants** |
| People you wish to include in your application | Dependants must be in the United Kingdom and may be someone who:  
- is your partner or spouse;  
- is your child, or a child of your husband or wife, who is under 18 and depends on you;  
- is under 18 and is a member of your, or your husband or wife's close family;  
- is under 18 and has been living as part of your household since they were born or for at least 6 of the 12 months before the day you applied for support for them;  
- needs care and attention from you or a member of your household because of a disability and would fall within either of the two categories in the two bullet points before this bullet point, except that they are not under 18;  
- has been living with you as a member of an unmarried couple for at least two of the three years before the day you claimed for
support for them;

- lives as part of your household and received help from a local authority under section 17 of the Children Act 1989 immediately before 6 December 1999.

- lives as part of your household and received help from a local authority under section 22 of the Children (Scotland) Act 1995 or Article 18 of the Children (Northern Ireland) Order 1995 immediately before 3 April 2000; or

- has claimed for leave to enter or stay in the United Kingdom based on their relationship to you.

If you are making this application for support because you are the dependant of an asylum seeker, you may only include as your dependants either that asylum seeker or dependants included on that asylum claim.

**Recording more than one dependant**

You must complete all of section 16 (16-16A-16B-16C-16D-16E-16F-16G and 16H) for each dependant you wish to claim for and attach the additional one / ones to your application. So, if you have 4 dependants you will complete all of the section 16 questions four times – one for each dependant.

<table>
<thead>
<tr>
<th>Dependants details</th>
<th>Give the full name, nationality, date of birth, gender and their relationship to you, for each dependant you wish to add. Provide their current address if it is different from your own, then, in the appropriate section, explain why they do not live with you.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dependant child or children in education</td>
<td>Tell us if your child dependant(s) already attend school, college or university. Provide the address of the school or college or university and say how long the dependant has been studying there.</td>
</tr>
<tr>
<td>Dependant not included on your application</td>
<td>If you have a husband or wife or partner who is in the United Kingdom but is not included in your application for support; and is not able to provide you with support, please provide their details.</td>
</tr>
</tbody>
</table>

**To Note:** If you receive support for a dependant you have listed in this application, it does not guarantee that they will be treated as a dependant for immigration purposes because the eligibility criteria are different.

**Section 17 Additional Details**

This section is for you to tell us who assisted you, if anyone, in completing your application form.

**Section 18 Section 95 Declaration**

You should read this section carefully. It is important that you understand what will happen if you give us false information.

You must sign and date this section. We will return your
application to you if you do not do this as it will not be valid. This will delay your application.

If you cannot write, you should place your mark in this section. This may be a thumbprint or any symbol that you are identified by. If you cannot write because of a disability, the person who has filled in the form for you must sign the declaration, explain that you have a disability, and say that they have signed the form for you.

The Prescription Pricing Authority will also use the information you have given in this form to decide whether you can get help with health costs, for example, free NHS prescriptions. It is an offence to provide false or incomplete information. The Prescription Pricing Authority may also act if you have made a false declaration to get the HC2 certificate.

When you make this application, you are giving us permission to give your and your dependant(s) personal details to the people who will be involved in providing you with support. For instance, reception assistants and accommodation providers.

Also, we have asked for permission to pass on details about you to service providers in the area where you currently live (if you have not applied for accommodation), in the area where we may offer you accommodation or in the area where you may seek support when asylum support ends.

We do this to make sure that you can use all the services, such as health and education. You are responsible for contacting these services to make arrangements for your individual needs, but they will know that you are living in their area.

We will provide the following details about you:

- Your name, nationality and date of birth (and the details of any dependant you have included in your claim);
- The language you speak (this will help the service provider work out if you need an interpreter);
- The address where you will be living (this will help them find local doctors or schools for you if you cannot do so);
- The date you will be arriving in the area if you do not already live there;
- That you are seeking asylum (but we will not give information about your asylum claim).

You decide whether we can give your personal details to service providers. However, if you do not let us, you may have problems when you try to arrange local services for you and your family.
We may pass information to other agencies and public organisations so they can prevent, detect, investigate or prosecute criminal offences.

<table>
<thead>
<tr>
<th>Section 19</th>
<th>Application for Section 4 Support</th>
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</table>
| Criteria for section 4 eligibility | To be eligible for support under section 4 you will need to demonstrate that you are destitute and fulfil at least one of the following eligibility criteria (if you fulfil more than one of the criteria, you should specify this on the form):

- I am taking all reasonable steps to leave the UK voluntarily or I am placing myself in a position in which I will be able to leave.

For you to fulfil this requirement you must provide evidence to support your statement, for example, that you are proactively working with the Home Office to arrange your departure from the UK (that is actively seeking a Voluntary Departure).

- I am unable to leave the UK because of a physical impediment to travel or for some other medical reason.

Support will not be granted unless there is documented medical evidence that your medical condition prevents you from travelling to your country of origin. Where possible, the medical evidence should indicate when you will be able to travel.

Women in the late stages of pregnancy should provide medical documentation stating their expected date of delivery. Women unable to leave the UK because they have a new-born child should provide a full birth certificate.

- I am unable to leave the UK because in the opinion of the Secretary of State there is no viable route of return available.

You can only qualify under this criterion if the Secretary of State has stated that in his or her opinion there is no viable route of return to the country to which you are expected to return.

- I have made an application for Judicial Review of a decision in relation to my asylum claim and in England or Wales or N. Ireland been granted permission to proceed or given leave.

You should provide confirmation that you have applied for Judicial Review of a decision in relation to your asylum claim (in Scotland), or that you have applied for Judicial Review of such a decision and have been granted permission to proceed (in England and Wales) or granted leave (in Northern Ireland).

- I require support to avoid a breach of my rights under the European Convention on Human Rights (ECHR).

You must be able to demonstrate that it would not be reasonable to expect you (or your dependants) to leave the UK, and that to remain
in the UK without support would result in a breach of your ECHR rights.

You must answer all the questions fully to enable the Home Office to decide your application. You should also provide any supporting evidence and or documents you may have to verify what you have stated. You should, if necessary, provide information on a separate sheet of paper and submit it together with your completed application. If you are provided with support under section 4, you must continue to meet the criteria set out above to remain eligible for and be provided with support. If a decision is taken not to provide you with support under section 4, or to discontinue that support because you are no longer eligible, you have a right of appeal to the Asylum Support Tribunal against this decision under section 103(2A) of the Immigration and Asylum Act 1999.

If none of these criteria apply, you are not eligible for support from us. You should get independent advice on your position.

**Section 20**  
**About your Steps to Leave Voluntarily**

Tell us about the steps you are taking to leave the UK voluntarily, or place yourself in a position to assist with your departure from the UK. You will need to provide information to support this.

**Assisted Voluntary Returns**

The Home Office Voluntary Returns Service can be contacted for help on returning home.

The team can discuss return options, help to obtain your travel document and send it to the port of departure, help with the cost of your tickets, and in some cases, provide other financial and practical assistance to use once you have returned to your home country. Contact the Voluntary Returns Service by:

- Telephone: 0300 004 0202 (Monday to Friday between 09.00 and 17.30)
- Web: [https://www.gov.uk/return-home-voluntarily/who-can-get-help](https://www.gov.uk/return-home-voluntarily/who-can-get-help)

You must provide documentary proof if you have applied for AVR, for instance recorded delivery number, fax confirmation, letter from the Home Office.

Failure to complete any relevant part of your application fully can lead to delays in reaching a decision and may lead to a rejection of your claim.

**Section 21**  
**Impediment to Travel**

Tell us why you think your physical impediment to travel, or other medical reason, means that you are unable to leave the UK now. You must provide evidence to support your claim and, where possible, a date you are expected to be able to travel.
Acceptable evidence

For pregnancy, this must be either a maternity certificate (MATB1) from your midwife or doctor or other certified medical evidence that shows the date your baby is due.

If you are unable to leave the UK because you have a new-born child you should provide a birth certificate or medical documentation stating the child’s birth date.

You must fully complete and submit a Medical Declaration with your application in all other cases as failure to do so may lead to a refusal of your application. The form can be located on the Home Office website at: [https://www.gov.uk/government/publications/asylum-support-section-4-policy-and-process](https://www.gov.uk/government/publications/asylum-support-section-4-policy-and-process)

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<tr>
<th>Section 22</th>
<th>No Viable Route of Return</th>
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<tbody>
<tr>
<td>You must be able to show that the Secretary of State has made a recent statement declaring that there is no viable route of return to the country you are expected to return to. Include the date of the Secretary of State’s statement that you seek to rely on.</td>
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<tr>
<th>Section 23</th>
<th>Judicial Review Application</th>
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<tbody>
<tr>
<td>Complete this section in full if you indicated in criteria for section 4 eligibility that: “I have made an application for Judicial Review of a decision in relation to my asylum claim”.</td>
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</tr>
<tr>
<td>You must provide the Administrative Court’s Reference Number if the Judicial Review is in England, Wales or Northern Ireland.</td>
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</tr>
<tr>
<td>Where the Judicial Review is in Scotland you must provide evidence of your petition (application for Judicial Review) to the Court of Session.</td>
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<tr>
<td>Failure to provide this information may lead to delays in reaching a decision or to a rejection of your claim.</td>
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<tr>
<th>Section 24</th>
<th>Avoiding a Breach of ECHR</th>
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<tr>
<td>Complete this section if you selected “I require support to avoid a breach of a person’s rights under the European Convention on Human Rights (ECHR)”.</td>
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</table>

Breach of ECHR: Further Submissions

Only claim under this section if you either have further submissions outstanding or you have made an appointment with the Home Office to submit further submissions.

If you have arranged an appointment to submit further submissions but this appointment has not yet taken place, you must provide details of the date and location of the further submission appointment.

Breach of ECHR: other

If you consider that it will be a breach of the UK’s obligations under the ECHR if the Home Office does not support you under section 4, you must explain why and provide supporting evidence if appropriate.
You must provide copies of the appeal forms if you are claiming that you should not be required to leave the UK because you have submitted an out-of-time appeal to an Appellate Authority.

**Section 25  **
**Previous Section 4 Applications**

Tell us about any previous applications you have made for section 4 support. Also, tell us about any previous section 4 applications you made that was refused, discontinued, or where you failed to accept an offer of support.

If you were a dependant on someone’s else’s section 4 application, you must provide details of the main applicant.

**Section 26  **
**Section 4 Statement and Declaration**

You should read this section carefully. It is important that you understand what will happen if you give us false information. If you provide false information on the application form your support may be discontinued.

You must sign and date this section. We will return your application to you if you do not do this as it will not be valid. This will delay consideration of your application. If you cannot write, you should place your mark in this section. This may be a thumbprint or any symbol that you are identified by. If you cannot write because of a disability, the person who has filled in the form for you must sign the declaration, explain that you have a disability, and say that they have signed the form for you.

Please be aware that when you make this application, you are giving us permission to give your personal details, and your dependant(s)' details, to the people who will be involved in providing you with support. We may give this information to reception assistants, accommodation providers and other support providers.

**Conditions of continuing support under section 4**

If you are provided with support under section 4 you must comply with the conditions set out below. These conditions will also be set out in a notice in writing. You should be aware that the Home Office will review the provision of your support on a regular basis and a failure to comply with these conditions may result in the discontinuation of the support provided to you.

- You must comply with standards of behaviour specified by your accommodation provider, for example in an occupancy agreement, and must not commit acts of antisocial or violent behaviour;

- You must comply with any reporting requirement set by an Immigration Officer or the Secretary of State.

- You must reside at the accommodation provided to you and must not be absent without permission from the accommodation for
more than seven consecutive days and nights or for more than a total of 14 days and nights in a six-month period.

- You must comply with steps by the Secretary of State to facilitate your departure from the UK as specified in a notice in writing. You will be required to comply with attempts by the Home Office to return you to your country of origin, and to take all reasonable steps to obtain travel documents to facilitate your departure.

You will be notified in writing of the requirement to comply with such specified steps. If you are eligible for support under section 4 because you have applied for judicial review and been granted permission in England and Wales or leave in Northern Ireland, or being supported on the basis that not to do so would be a breach of your rights under the European Convention on Human Rights, your continued support may not be subject to this condition.

### Section 27 Additional Information

Use the space to provide any other information that you feel we should consider. For instance, to tell us that you, or your dependants, receive help from an organisation that we have not already mentioned. You should say if the support is medical or non-medical, and give details of how they help you.

Use this section to add details of additional dependants if you have more than one.

You may want to give us more information about your support and accommodation needs. This may include information about medical conditions, cultural needs and mobility needs.

Do tell us if you have an illness, condition or disability which interferes with your independence but that you have a friend or relative who is willing, and is able, to provide additional help to you at your dispersal location.

The section will expand to allow you to provide all the clarification you need to. If you do give us more information, you should indicate which section on the application form your information relates to. For example, put 'continued from section 16' at the top of the new page or paragraph, or whichever section number you are continuing.

### Section 28 Document Checklist

Use this section to list the documents that are being included with your application form. It will also enable you to check that you have included all relevant supporting documents.

Failure to supply all the relevant documents will lead to delays in reaching a decision and may lead to a rejection of your claim.

### Section 29 Next Steps for Your Application
When you have filled in the Asylum Support Form (ASF1), you should send it to Migrant Help. You should check again that you have included all documents you need for evidence.

If you use Recorded or Special Delivery, this will assist Migrant Help to record the receipt of your application and supporting documents. Make sure that you keep the Recorded or Special Delivery number as this will help us to track your application if necessary. Migrant Help contact details are on page 3 of this document.