



Child Citizenship: Fee Waiver Request

Version: 24 October 2022

This form should be completed from the perspective of the applicant.

The applicant must be under 18.

Each applicant requesting a fee waiver must complete a separate fee waiver request form and submit it with their application to register as a British citizen.

If you make a request for a fee waiver on this paper form, your application for British citizenship must also be made on a paper form and both forms must be submitted together.

For further information please see the 'Citizenship fee waiver for individuals under 18' guidance on GOV.UK:

www.gov.uk/government/publications/citizenship-fee-waiver-for-individuals-under-18-caseworker-guidance

You must send this fee waiver form along with your child application for registration as a British citizen to:

Department 196
Fee Waiver Applications
Level 4
The Capital
New Hall Place
Liverpool
L3 9PP

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-in-borders-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.

Section 1: Basis of request

Applicant

1.1 Do you have a Home Office reference number?

- Yes
 No

If 'yes' what is your Home Office reference number:

1.2 Are you able to afford the fees associated with your application?

- Yes
 No

1.3 Would paying the fees associated with your application prevent the needs of the children being met?

- Yes
 No

If you have answered 'yes' to question 1.3 provide details:

1.4 Which paper form are you using to apply to register as a British citizen and submitting with this fee waiver request?

If you make a request for a fee waiver on this paper form, your application for British citizenship must also be made on a paper form and both forms must be submitted together.

- As a child under the age of 18 (Form MN1)
- As a stateless person (Forms S2 or S3)
- As someone born in the UK on or after 1 January 1983 and you lived in the UK until 10 years old (Form T)
- As a British overseas citizen, British subject, British protected person or British national (overseas) and have no other citizenship or nationality (Form B(OS))
- As a British Overseas Territories citizen, British overseas citizen, British subject, British protected person, or British national (overseas) (Form B(OTA))
- As a British citizen under the Hong Kong Act (Form EM)

Section 2: Your name, date of birth, passport and identity documents

2.1 Enter your name, as shown in your current passport or travel document:

If you do not have a passport or travel document enter the name on your biometric residence permit, immigration document or birth certificate.

Your given name is usually your first name. Your family name is the surname that is shared by your family. If you have middle names, include these with your given name. If your name has a suffix (for example, Jr), include this with your given name. If you have a patronymic name include it with your given names. You must tell us all your given names.

If you do not have both a given name and a family name, enter your name or names in the 'Given name or names' field.

Given name or names:

Family name:

If you hold or have held more than 2 previous nationalities, copy this section, complete it and include it with your fee waiver request. You must provide details of all nationalities that you hold or have ever held.

2.2 Enter your date of birth:

Enter date in the format dd mm yyyy.

Day Month Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
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2.3 Select the sex that is on your passport or travel document:

- Male
 Female
 Other

Your passport details

Provide as much detail as you can of your current or most recent passport.

2.4 Passport number:

2.5 Issuing authority:

On your passport, this could also be referred to as 'Country of issue' or 'Place of issue'.

2.6 Issue date:

Enter date in format dd mm yyyy

Day Month Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
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2.7 Expiry date:

Enter date in format dd mm yyyy

Day Month Year

<input type="text"/>	<input type="text"/>	<input type="text"/>
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You must provide a copy of the photo page of your passport as part of your fee waiver request.

- I have provided a copy of the photo page of this passport with this fee waiver request - go to question 2.20 (Identity Cards).

2.8 Why are you unable to provide your current or most recent passport with your fee waiver request:

- I have lost it, or it was stolen - go to question 2.10
- I have never had a passport (for example, because you were born in the UK) - go to 2.14
- I have previously applied for permission to stay or settlement and my passport has not been returned by the Home Office - go to 2.14
- I have sent the Home Office my passport as part of someone else's application - go to 2.11
- Other

2.9 If other, explain why (then go to question 2.14 'Travel document'):

Details of the lost or stolen passport

**2.10 When, how and where was the passport lost or stolen:
(then go to question 2.14 'Travel document'):**

2.11 Complete this section if your passport was sent to the Home Office as part of someone else's application. Provide as much information as possible.

Enter the name of the other person as shown on their passport. For guidance on how to enter a name, please refer to question 2.1.

Given name or names:

Family name:

2.12 This person's date of birth (Enter date in the format dd mm yyyy):

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

2.13 The Home Office reference number for that person's application:

You do not need to provide this information but it may help us to process your application faster.

Your travel document

2.14 Do you have a travel document?

A travel document is a document issued by a governing body (in the UK or abroad) which acts as a temporary form of identification and allows you to travel internationally without a passport.

- Yes
 No - go to question 2.20 (Identity card)

2.15 Travel document reference number:

Provide the number as shown on your travel document.

2.16 Issuing authority:

On your travel document, this could also be referred to as 'Country of issue' or 'Place of issue'.

2.17 Issue date (if applicable):

Enter date in format dd mm yyyy.

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

2.18 Expiry date (if applicable):

Enter date in format dd mm yyyy.

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

You must provide a copy of your travel document as part of your fee waiver request.

- I have provided a copy of this travel document with this fee waiver request.

2.19 If you cannot provide this travel document, explain why you are unable to provide a travel document:

Proof of identity is usually required for an application.

Your identity card

Please complete this section for every nationality you hold.

2.20 Do you have a valid national identity card? If you do not have a current valid national identity card, provide details of your most recent (this does not include driving licences.

If you have an internal passport, provide the details here):

Yes

No - go to question 2.25 (National Insurance Number)

2.21 National identity card number:

Provide the number as shown on your identity card.

2.22 Issuing authority:

On your identity card, this could also be referred to as 'Country of issue' or 'Place of issue'.

2.23 Issue date (if applicable):

Enter date in format dd mm yyyy

Day

Month

Year

2.24 Expiry date (if applicable):

Enter date in format dd mm yyyy

Day

Month

Year

You must provide a copy of your identity card as part of your fee waiver request.

I have provided a copy of this identity card with this fee waiver request

National insurance number - to be completed by all applicants

2.25 Do you have a UK National Insurance number?

A National Insurance number can be found on your National Insurance card, benefit letter, payslip or tax document (P60). It may also be on your UK biometric residence permit.

Yes - The Department of Work and Pensions will use this information to check your National Insurance Number.

No - The Department of Work and Pensions may use this information to provide you with a National Insurance number if you are entitled to one.

2.26 If yes, what is your UK National Insurance number? For example, 'QQ 12 34 56 C'.

Check the [Department of Work and Pensions privacy policy](http://www.gov.uk/government/organisations/department-for-work-pensions/about/personal-information-charter) (www.gov.uk/government/organisations/department-for-work-pensions/about/personal-information-charter) to find out more about how your data will be used.

Section 3: Biometric residence permit

3.1 Have you ever had a biometric residence permit for the UK?

A biometric residence permit (BRP) is a card with your name, nationality and picture. It describes your entitlement to be in the UK.

- Yes
- No - go to section 4

3.2 What is your current or most recent BRP number if you know it:

3.3 Are you able to provide your BRP with this application?

- Yes - I have provided my BRP with this fee waiver request.
Now go to section 4.
- No - I have lost my BRP or it has been stolen - go to question 3.4
- No - I have already sent my BRP to the Home Office - go to question 3.9
- No - I cannot provide a BRP for other reasons - go to question 3.11

3.4 Have you reported the loss or theft to the Home Office?

- Yes - go to question 3.5
- No

Reporting loss or theft to the police

3.5 Have you reported the loss or theft of your BRP to the police?

- Yes
- No

You must report the loss or theft to the police.

You must also obtain a police report and a crime reference number, if possible.

3.6 Date loss or theft reported to the police (enter the date in the format dd mm yyyy):

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

3.7 Name and location of police station reported to:

Include the crime reference number if you have one.

3.8 Do you have a police report?

- Yes - go to section 4
- No - go to section 4

If you have already sent your BRP to the Home Office

3.9 When did you send your BRP to the Home Office?

Enter date in the format mm yyyy.

Month Year

3.10 Why did you send your BRP to the Home Office?

Please provide details.

If you cannot provide your BRP for other reasons

3.11 Explain any other reason why you cannot provide a BRP with this fee waiver request:

Section 4: Your contact details

4.1 Your email address for correspondence

If possible, we may use this email as your correspondence address (if you have an immigration adviser, we will always contact them as well). We may use this to contact you about your fee waiver request and may use it to contact you about your immigration status after your application has been decided. Emails sent to this address may contain sensitive personal information.

Emails may go to your spam, junk or trash folders so please check them regularly.

Enter your email address:

Confirm your email address:

You must notify us immediately if your email changes.

- I cannot be contacted by email - if you select this option, we will send all correspondence to the postal address you provide.

4.2 Your telephone number

We may contact you by telephone if we have any further questions about your request, or about your immigration status after your application has been decided. You must notify us immediately if the contact number you provide as part of this fee waiver request changes.

- I cannot be contacted by telephone

Your telephone number (for international numbers include the country code):

4.3 Where do you use this telephone number (you can select more than one option)?

- For use whilst in the UK
 For use whilst out of the UK

4.4 Your postal correspondence address in the UK

We may use this address, for example, where we cannot contact you by email or to send important documents. We may use this address for correspondence about your fee waiver request and may use it to contact you about your immigration status after your application has been decided. You must notify us immediately if your correspondence address changes.

Provide your postal correspondence address:

Property number:

Street name:

Town/city:

County:

UK postcode:

4.5 Is this where you live?

- Yes - go to question 4.9
- No - go to question 4.8
- I am homeless

If you have told us you are homeless, explain why you are homeless (then go to question 4.6):

4.6 On what date did you become homeless? Enter the date in the format mm yyyy.

Month Year

4.7 Have you asked any charities, organisations or agencies for help?

- Yes
- No - go to section 4.15

Provide details of the organisations, charities or agencies you have asked for help, then go to question 4.15 (previous address history)

4.8 If no, provide the address where you live in the UK:

Property number:

Street name:

Town/city:

County:

Postcode:

4.9 When did you start living at this address? Enter the date in the format mm yyyy.

Month Year

Provide evidence that you live at this address.

- I have provided my household utility and other relevant bills. These must be no more than 3 months old.

4.10 Select which option applies to where you live:

I own it

How much mortgage do you pay each month (£) (If you do not have a mortgage enter 0):

Provide evidence of your home ownership.

I have provided my mortgage documents or proof of ownership

I rent

Who do you rent from:

- Local authority
- Housing association
- Privately

How much rent do you pay each month (£):

Provide evidence of your rental agreement.

I have provided my tenancy agreement.

Neither own or rent

Who provides you with accommodation?

- Parent or parents
- Friend
- Relative
- Refuge
- Local authority
- Registered charity
- Other - give details below

If 'other' give details:

4.11 Do you pay for your accommodation costs or contribute towards them?

- Yes
- No

If 'yes' how much do you pay each month (£):

4.12 Do you live with your parent or legal guardian?

- Yes
- No

If yes, include a letter of consent from your parent or legal guardian.

I have included a letter of consent from my parent or legal guardian.

The letter must:

- give their full names and addresses
- say that they agree to let you apply for citizenship
- say that they agree to your living arrangements in the UK

If you have more than one parent or legal guardian, they must both sign the letter and confirm that they agree to what it says.

4.13 Enter the number of rooms in the place where you are living:

If you are in a hostel, hotel or B&B only include the rooms that are available to you.

Bedrooms: Other rooms (not including kitchens, bathrooms or toilets):

4.14 How many people live with you at this address who will not be included as a dependant on this request?

If you are in a hostel, hotel, or B&B only include people who live in the rooms available to you.

4.15 Previous address history.

You must provide all the addresses that you have lived at in the UK or abroad in the past 2 years. If you need to add details of more than three addresses you have lived at in the last 2 years, please photocopy this page and use it to tell us about any other addresses and include it with your fee waiver request.

In the past 2 years, I have only lived at the address where I now live and have given in 4.4 or 4.8

If you have lived at a different address in the past 5 years, where did you live:

Address line 1:

Address line 2:

Address line 3:

Town or city:

Postal code (if applicable):

Province/Region/State:

Country:

When did you start living at this address?

Enter the date in the format mm yyyy.

Month	Year
<input type="text"/>	<input type="text"/>

When did you stop living at this address?

Enter the date in the format mm yyyy.

Month	Year
<input type="text"/>	<input type="text"/>

Address line 1:

Address line 2:

Address line 3:

Town or city:

Postal code (if applicable):

Province/Region/State:

Country:

When did you start living at this address?

Enter the date in the format mm yyyy.

Month Year

When did you stop living at this address?

Enter the date in the format mm yyyy.

Month Year

Address line 1:

Address line 2:

Address line 3:

Town or city:

Postal code (if applicable):

Province/Region/State:

Country:

When did you start living at this address?

Enter the date in the format mm yyyy.

Month Year

When did you stop living at this address?

Enter the date in the format mm yyyy.

Month Year

Section 5: Homelessness information

5.1 Will you become homeless shortly?

- Yes Include an eviction notice or similar evidence explaining why you will become homeless shortly.
- No

If you have answered 'yes' explain why you are going to become homeless shortly:

- I have included an eviction notice or similar evidence explaining why I will become homeless shortly

5.2 If you have answered yes to the question immediately above, will you have somewhere to stay?

- Yes
- No

If you have answered 'yes' give details:

5.3 Have you asked any charities, organisations or agencies for help?

- Yes
- No

If yes, provide details of the charities, organisations or agencies you have asked for help:

Section 6:

Disability and health information

6.1 Do you have a disability and/or health issue?

This means that you have a physical or mental impairment that has a long-term and substantial negative effect on your ability to do normal daily activities. See guidance on how disability is defined under the Equality Act 2010: www.gov.uk/definition-of-disability-under-equality-act-2010

Yes

No

If you have answered 'yes', provide details about your disability and/or health issue, and how they affect your financial situation:

Provide evidence of your disability or health issue.

I have provided evidence of my disability or health issue.

6.2 Do any family members on whom you are dependent (financially or physically) have a disability and/or health issue?

Yes

No

If you have answered 'yes', provide details about their disability and/or health issue, and whether they affect your financial situation:

Provide evidence of your family member's disability or health issue.

I have provided evidence of my family member's disability or health issue.

6.3 Do any family members who depend on you (financially or physically) have a disability and/or health issue?

Yes

No

If you have answered 'yes', provide details about their disability and/or health issue, and whether they affect your financial situation:

Provide evidence of your dependent family member's disability or health issue.

I have provided evidence of my dependent family member's disability or health issue.

Section 7:

Employment and finance

7.1 Are you currently working or do you have an offer of employment?

This includes both employment and self-employment.

- Employed
- Offer of employment
- No employment

If you are employed or have an offer of employment, complete the employment table which can be found on page 48.

Provide evidence of your employment or self-employment.

I have provided evidence of:

- All employment (or self-employment) income in the last 6 months before this request (such as payslips, bank statements and most recent P60/P45).
- Letter(s) confirming my employment. The person writing should state their position in the company and provide contact details.

Public funds

7.2 Have you received any public funds (money)?

This includes if you are receiving financial support from either central or local government. This could be financial support because you do not have enough money to meet your essential living needs.

- Yes
- No

If you have answered 'yes', complete a public funds table for each public fund you receive. The public funds table can be found on page 49 and page 50.

Provide evidence of your public funds.

- I have provided evidence to show the public funds I received any time during the 12-month period before the date of this request, showing payment for each of the public fund(s) received. For example, this can include bank statements or letters.

Essential living needs support

7.3 Does a local authority provide for your essential living needs?

Essential living needs may include accommodation, clothes or food.

- Yes
- No

If you have answered 'yes', provide details about which local authority supports you, what form the support takes (such as food, but not including cash) and how often you receive it.

If yes, provide evidence of your essential living needs.

- I have provided letters from the local authority confirming I am receiving essential living support from them. Include you are eligible for such support and when the support began.

7.4 Is this local government authority able to continue supporting you?

Yes

No

If no, explain why this support is no longer available to you:

If no, provide evidence that this support is no longer available to you.

I have provided letters or other evidence from the local authority explaining why they are not able to continue supporting my essential living needs.

7.5 Do your parents provide for your essential living needs?

Yes

No

If yes, give details about the support you receive from parents, what form the support takes (such as vouchers or food) and how often you receive it:

If yes, provide evidence that this support is available to you.

I have provided letters from my parent(s) confirming I am receiving essential living support from them.

If yes, are your parents able to continue supporting you?

Yes

No

If no, explain why this support is no longer available to you:

If no, provide evidence that this support is no longer available to you.

I have provided letters or other evidence from my parent(s) explaining why they are not able to continue supporting my essential living needs.

7.6 Do any other family members or friends provide for your essential living needs such as food?

Yes

No

If 'yes' give details about who supports you, what form the support takes (such as vouchers or food) and how often you receive it:

If yes, provide evidence that this support is available to you.

I have provided letters from family members or friends confirming I am receiving essential living support from them.

If yes, are these other family members or friends able to continue supporting you?

Yes

No

If no, explain why this support is no longer available to you:

If no, provide evidence that this support is no longer available to you.

I have provided letters from family members or friends explaining why they are not able to continue supporting my essential living needs.

Financial support

7.7 Are you currently receiving financial support from anyone?

Please do not duplicate information provided in relation to assistance with your essential living needs elsewhere in this application form.

Yes

No

If yes, complete a financial support table for each person who financially supports you. The financial support table can be found on page 51.

Provide evidence of all financial support.

I have provided letters from those who are providing me with financial support explaining what support they are providing and, if they are stopping that support, why they are doing so.

I have provided formal documentation such as a bank statement of the financial circumstances of those who are providing me with financial support.

Bank or building society accounts

7.8 Do you have any bank or building society accounts?

This includes accounts in the UK or overseas.

Yes

No

If yes, complete a bank or building society table for each bank or building society account you hold. The bank or building society table can be found on page 52.

Provide evidence of all large and regular incoming and outgoing payments.

I have provided evidence of any bank or savings account statements under my name covering the period of 6-months before this request with all large, and regular incoming and outgoing, payments explained.

Assets

7.9 Do you currently own any assets?

Assets include; Cash savings in the UK or overseas, Investments, Property in the UK, Property outside the UK, Land in the UK, Land outside the UK. Read the guidance for more information on assets.

Yes

No

If yes, complete an assets table for each asset you own. The assets table can be found on page 53 and page 54.

Section 8: Parent or legal guardian 1

8.1 Enter your parent or legal guardian's name as shown on their passport:

For guidance on how to enter a name, please refer to section 2, question 2.1.

Given name or names:

Family name:

8.2 Enter their date of birth (enter date in the format dd mm yyyy):

Day Month Year

8.3 Your parent or legal guardian's nationality:

8.4 Is this parent or legal guardian currently in the UK?

Yes

No

Employment

8.5 Is your parent or legal guardian currently working or do they have an offer of employment?

This includes both employment and self-employment.

Employed

Offer of employment

No employment

If your parent or legal guardian is employed or has an offer of employment, complete an employment table for each position or offer of employment your parent or legal guardian has. The employment table can be found on page 48.

Provide evidence of your parent or legal guardian 1's employment or self-employment.

I have provided evidence of:

All employment (or self-employment) income in the last 6 months before this request (such as payslips, bank statements and most recent P60/P45).

Letter(s) confirming parent or legal guardian 1's employment. The person writing should state their position in the company and provide contact details.

Public funds

8.6 Has your parent or legal guardian received any public funds (money)?

This includes if your parent or legal guardian is receiving financial support from either central or local government. This could be financial support because your parent or legal guardian does not have enough money to meet their essential living needs.

Yes

No

If you have answered 'yes', complete a public funds table for each public fund your parent or legal guardian receives. The public funds table can be found on page 49 and page 50.

Provide evidence of parent or legal guardian 1's public funds.

I have provided evidence to show the public funds parent or legal guardian 1 received any time during the 12-month period before the date of this request, showing payment for each of the public fund(s) received. For example, this can include bank statements or letters.

Essential living needs support

8.7 Does a local authority provide for your parent or legal guardian 1's essential living needs?

Essential living needs may include accommodation, clothes or food.

Yes

No

If you have answered 'yes', provide details about which local authority supports your parent or legal guardian, what form the support takes (such as food, but not including cash) and how often your parent or legal guardian receives it.

If yes, provide evidence of parent or legal guardian 1's essential living needs.

I have provided letters from the local authority confirming parent or legal guardian 1 is receiving essential living support from them. Include they are eligible for such support and when the support began.

8.8 Is this local government authority able to continue supporting your parent or legal guardian?

Yes

No

If no, explain why this support is no longer available to your parent or legal guardian:

If no, provide evidence that this support is no longer available to parent or legal guardian 1.

I have provided letters or other evidence from the local authority explaining why they are not able to continue supporting parent or legal guardian 1's essential living needs.

8.9 Do any family members or friends provide for your parent or legal guardian's essential living needs such as food?

Yes

No

If yes, give details about who supports your parent or legal guardian, what form the support takes (such as vouchers or food) and how often your parent or legal guardian receives it.

If yes, provide evidence that this support is available to parent or legal guardian 1.

I have provided letters from family members or friends confirming parent or legal guardian 1 is receiving essential living support from them.

8.10 If yes, are these other family members or friends able to continue supporting your parent or legal guardian?

Yes

No

If no, explain why this support is no longer available to your parent or legal guardian:

If no, provide evidence that this support is no longer available to parent or legal guardian 1.

I have provided letters or other evidence from my family members or friends explaining why they are not able to continue supporting parent or legal guardian 1's essential living needs.

Financial support

8.11 Is your parent or legal guardian currently receiving financial support from anyone?

Please do not duplicate information provided in relation to assistance with their essential living needs elsewhere in this application form.

Yes

No

If yes, complete a financial support table for each person who financially supports your parent or legal guardian. The financial support table can be found on page 51.

Provide evidence of all financial support.

I have provided letters from those who are providing parent or legal guardian 1 with financial support explaining what support they are providing and, if they are stopping that support, why they are doing so.

I have provided formal documentation such as a bank statement of the financial circumstances of those who are providing parent or legal guardian 1 with financial support.

Bank or building society accounts

8.12 Does your parent or legal guardian have any bank or building society accounts?

This includes accounts in the UK or overseas.

Yes

No

If yes, complete a bank or building society table for each bank or building society account your parent or legal guardian holds. The bank or building society table can be found on page 52.

Provide evidence of all large and regular incoming and outgoing payments.

I have provided evidence of any bank or savings account statements under parent or legal guardian 1's name covering the period of 6-months before this request with all large, and regular incoming and outgoing, payments explained.

Assets

8.13 Does your parent or legal guardian currently own any assets?

Assets include; cash savings in the UK or overseas, Investments, Property in the UK, Property outside the UK, Land in the UK, Land outside the UK. Read the guidance for more information on assets.

Yes

No

If yes, complete an assets table for each asset your parent or legal guardian owns. The assets table can be found of page 53 and page 54.

Section 9: Parent or legal guardian 2

I have one parent or legal guardian.

I am only providing information for one of my parents or legal guardians - tell us why below

If you are only providing information for one of your parents or legal guardians please tell us why:

9.1 Enter your parent or legal guardian's name as shown on their passport:

For guidance on how to enter a name, please refer to section 2, question 2.1.

Given name or names:

Family name:

9.2 Enter their date of birth (enter date in the format dd mm yyyy):

Day Month Year

9.3 Your parent or legal guardian's nationality:

9.4 Is this parent or legal guardian currently in the UK?

Yes

No

Employment

9.5 Is your parent or legal guardian currently working or do they have an offer of employment?

This includes both employment and self-employment.

Employed

Offer of employment

No employment

If your parent or legal guardian is employed or has an offer of employment, complete an employment table for each position or offer of employment your parent or legal guardian has. The employment table can be found on page 48.

Provide evidence of parent 2's employment or self-employment.

I have provided evidence of:

All employment (or self-employment) income in the last 6 months before this request (such as payslips, bank statements and most recent P60/P45).

Letter(s) confirming parent or legal guardian 2's employment. The person writing should state their position in the company and provide contact details.

Public funds

9.6 Has your parent or legal guardian received any public funds (money)?

This includes if your parent or legal guardian is receiving financial support from either central or local government. This could be financial support because your parent or legal guardian does not have enough money to meet their essential living needs.

Yes

No

If you have answered 'yes', complete a public funds table for each public fund your parent or legal guardian receives. The public funds table can be found on page 49 and page 50.

Provide evidence of parent or legal guardian 2's public funds.

I have provided evidence to show the public funds parent or legal guardian 2 received any time during the 12-month period before the date of this request, showing payment for each of the public fund(s) received. For example, this can include bank statements or letters.

Essential living needs support

9.7 Does a local authority provide for your parent or legal guardian's essential living needs?

Essential living needs may include accommodation, clothes or food.

Yes

No

If you have answered 'yes', provide details about which local authority supports your parent or legal guardian, what form the support takes (such as food, but not including cash) and how often your parent or legal guardian receives it.

If yes, provide evidence of parent or legal guardian 2's essential living needs.

I have provided letters from the local authority confirming parent or legal guardian 2 is receiving essential living support from them. Include they are eligible for such support and when the support began.

9.8 Is this local government authority able to continue supporting your parent or legal guardian?

Yes

No

If no, explain why this support is no longer available to your parent or legal guardian:

If no, provide evidence that this support is no longer available to parent or legal guardian 2.

- I have provided letters or other evidence from the local authority explaining why they are not able to continue supporting parent or legal guardian 2's essential living needs.

9.9 Do any family members or friends provide for your parent or legal guardian's essential living needs such as food?

- Yes
 No

If yes, give details about who supports your parent or legal guardian, what form the support takes (such as vouchers or food) and how often your parent or legal guardian receives it.

If yes, provide evidence that this support is available to parent or legal guardian 2.

- I have provided letters from family members or friends confirming parent or legal guardian 2 is receiving essential living support from them.

9.10 If yes, are these other family members or friends able to continue supporting your parent or legal guardian?

- Yes
 No

If no, explain why this support is no longer available to your parent or legal guardian:

If no, provide evidence that this support is no longer available to parent or legal guardian 2.

- I have provided letters or other evidence from my family members or friends explaining why they are not able to continue supporting parent or legal guardian 2's essential living needs.

Financial support

9.11 Is your parent or legal guardian currently receiving financial support from anyone?

Please do not duplicate information provided in relation to assistance with their essential living needs elsewhere in this application form.

- Yes
 No

If yes, complete a financial support table for each person who financially supports your parent or legal guardian. The financial support table can be found on page 51.

Provide evidence of all financial support.

- I have provided letters from those who are providing parent or legal guardian 2 with financial support explaining what support they are providing and, if they are stopping that support, why they are doing so.
- I have provided formal documentation such as a bank statement of the financial circumstances of those who are providing parent or legal guardian 2 with financial support.

Bank or building society accounts

9.12 Does your parent or legal guardian have any bank or building society accounts?

This includes accounts in the UK or overseas.

Yes

No

If yes, complete a bank or building society table for each bank or building society account your parent or legal guardian holds. The bank or building society table can be found on page 52.

Provide evidence of all large and regular incoming and outgoing payments.

I have provided evidence of any bank or savings account statements under parent or legal guardian 2's name covering the period of 6-months before this request with all large, and regular incoming and outgoing, payments explained.

Assets

9.13 Does your parent or legal guardian currently own any assets?

Assets include; cash savings in the UK or overseas, Investments, Property in the UK, Property outside the UK, Land in the UK, Land outside the UK. Read the guidance for more information on assets.

Yes

No

If yes, complete an assets table for each asset your parent or legal guardian owns. The assets table can be found on page 53 and page 54.

Section 10: Partner or spouse details

If you have already provided information about your partner or spouse elsewhere in this form, you do not need to repeat it here.

10.1 Do you have a partner or spouse?

- Yes
 No (continue to section 11)

10.2 Enter your partner's name as shown on their passport:

For guidance on how to enter a name, please refer to section 2, question 2.1.

Given name or names:

Family name:

10.3 Enter their date of birth:

Enter date in the format dd mm yyyy.

Day Month Year

10.4 Your partner's nationality:

10.5 Is your partner currently in the UK?

- Yes
 No

Employment

10.6 Is your partner or spouse currently working or do they have an offer of employment?

This includes both employment and self-employment.

- Employed
 Offer of employment
 No employment

If your partner/spouse is employed or has an offer of employment, complete an employment table for each position or offer of employment your partner/spouse has. The employment table can be found on page 48.

Provide evidence of your partner or spouse's employment or self-employment.

I have provided evidence of:

- All employment (or self-employment) income in the last 6 months before this request (such as payslips, bank statements and most recent P60/P45).
 Letter(s) confirming partner or spouse's employment. The person writing should state their position in the company and provide contact details.

Public funds

10.7 Have your partner or spouse received any public funds (money)?

This includes if your partner or spouse is receiving financial support from either central or local government. This could be financial support because your partner or spouse does not have enough money to meet their essential living needs.

Yes

No

If you have answered 'yes', complete a public funds table for each public fund your partner or spouse receives. The public funds table can be found on page 49 and page 50.

Provide evidence of your partner or spouse's public funds.

I have provided evidence to show the public funds my partner or spouse received any time during the 12-month period before the date of this request, showing payment for each of the public fund(s) received. For example, this can include bank statements or letters.

Essential living needs support

10.8 Does a local authority provide for your partner or spouse's essential living needs?

Essential living needs may include accommodation, clothes or food.

Yes

No

If you have answered 'yes', provide details about which local authority supports your partner or spouse, what form the support takes (such as food, but not including cash) and how often your partner or spouse receives it.

If yes, provide evidence of your partner or spouse's essential living needs.

I have provided letters from the local authority confirming my partner or spouse is receiving essential living support from them. Include they are eligible for such support and when the support began.

10.9 Is this local government authority able to continue supporting your partner or spouse?

Yes

No

If no, explain why this support is no longer available to your partner or spouse:

If no, provide evidence that this support is no longer available to your partner or spouse.

- I have provided letters or other evidence from the local authority explaining why they are not able to continue supporting my partner or spouse's essential living needs.

10.10 Do any family members or friends provide for your partner/spouse's essential living needs such as food?

- Yes
 No

If yes, give details about who supports your partner/spouse, what form the support takes (such as vouchers or food) and how often your partner/spouse receives it.

If yes, provide evidence that this support is available to your partner or spouse.

- I have provided letters from family members or friends confirming my partner or spouse is receiving essential living support from them.

10.11 If yes, are these other family members or friends able to continue supporting your partner or spouse?

- Yes
 No

If no, explain why this support is no longer available to your partner or spouse:

If no, provide evidence that this support is no longer available to your partner or spouse.

- I have provided letters or other evidence from my family members or friends explaining why they are not able to continue supporting my partner or spouse's essential living needs.

Financial support

10.12 Is your partner or spouse currently receiving financial support from anyone?

Please do not duplicate information provided in relation to assistance with your essential living needs elsewhere in this application form.

- Yes
 No

If yes, complete a financial support table for each person who financially supports your partner or spouse. The financial support table can be found on page 51.

Provide evidence of all financial support.

- I have provided letters from those who are providing my partner or spouse with financial support explaining what support they are providing and, if they are stopping that support, why they are doing so.
- I have provided formal documentation such as a bank statement of the financial circumstances of those who are providing my partner or spouse with financial support.

Bank or building society accounts

10.13 Does your partner or spouse have any bank or building society accounts?

This includes accounts in the UK or overseas.

Yes

No

If yes, complete a bank or building society table for each bank or building society account your partner or spouse holds. The bank or building society table can be found on page 52.

Provide evidence of all large and regular incoming and outgoing payments.

I have provided evidence of any bank or savings account statements under my partner or spouse's name covering the period of 6-months before this request with all large, and regular incoming and outgoing, payments explained.

Assets

10.14 Does your partner or spouse currently own any assets?

Assets include; cash savings in the UK or overseas, Investments, Property in the UK, Property outside the UK, Land in the UK, Land outside the UK. Read the guidance for more information on assets.

Yes

No

If yes, complete an assets table for each asset your partner or spouse owns. The assets table can be found on page 53 and page 54.

Section 11: Dependants

If you have already provided information about your non applying dependant elsewhere in this form, you do not need to repeat it here.

If you have more than one dependant, please photocopy this page and include it with your application (if you have more than two dependants, photocopy this page for each dependant you have).

11.1 Do you have any dependants?

Yes No (go to section 12)

11.2 Enter your dependants name as shown on their passport:

For guidance on how to enter a name, please refer to section 2, question 2.1.

Given name or names:

Family name:

11.3 Enter their date of birth: Enter date in the format dd mm yyyy.

Day Month Year

11.4 Your dependant's place of birth:

11.5 Select the sex that is on your dependants passport or travel document:

Male Female Other

11.6 Your dependant's country of nationality:

11.7 What is your dependants Home Office reference number:

Employment

11.8 Is your dependant currently working or do they have an offer of employment?

This includes both employment and self-employment.

- Employed
 Offer of employment
 No employment

If your dependant is employed or has an offer of employment, complete an employment table for each position or offer of employment your dependant has. The employment table can be found on page 48.

Provide evidence of your dependant's employment or self-employment.

I have provided evidence of:

- All employment (or self-employment) income in the last 6 months before this request (such as payslips, bank statements and most recent P60/P45).
 Letter(s) confirming my dependants employment. The person writing should state their position in the company and provide contact details.

Public funds

11.9 Has your dependant received any public funds (money)? This includes if your dependant is receiving financial support from either central or local government. This could be financial support because your dependant does not have enough money to meet their essential living needs.

Yes

No

If you have answered 'yes', complete a public funds table for each public fund your dependant receives. The public funds table can be found on page 49 and page 50.

Provide evidence of your dependant's public funds.

I have provided evidence to show the public funds my dependant received any time during the 12-month period before the date of this request, showing payment for each of the public fund(s) received. For example, this can include bank statements or letters.

Essential living needs support

11.10 Does a local authority provide for your dependant's essential living needs?

Essential living needs may include accommodation, clothes or food.

Yes

No

If you have answered 'yes', provide details about which local authority supports your dependant, what form the support takes (such as food, but not including cash) and how often your dependant receives it.

If yes, provide evidence of your dependant's essential living needs.

I have provided letters from the local authority confirming my dependant is receiving essential living support from them. Include they are eligible for such support and when the support began.

11.11 Is this local government authority able to continue supporting your dependant?

Yes

No

If no, explain why this support is no longer available to your dependant:

If no, provide evidence that this support is no longer available to your dependant.

I have provided letters or other evidence from the local authority explaining why they are not able to continue supporting my dependant's essential living needs.

11.12 Do any family members or friends provide for your dependant's essential living needs such as food?

Yes

No

If yes, give details about who supports your dependant, what form the support takes (such as vouchers or food) and how often your dependant receives it.

If yes, provide evidence that this support is available to your dependant.

I have provided letters from family members or friends confirming my dependant is receiving essential living support from them.

11.13 If yes, are these other family members or friends able to continue supporting your dependant?

Yes

No

If no, explain why this support is no longer available to your dependant:

If no, provide evidence that this support is no longer available to your dependant.

I have provided letters or other evidence from my family members or friends explaining why they are not able to continue supporting my dependant's essential living needs.

Financial support

11.14 Is your dependant currently receiving financial support from anyone?

Please do not duplicate information provided in relation to assistance with their essential living needs elsewhere in this application form.

Yes

No

If yes, complete a financial support table for each person who financially supports your dependant. The financial support table can be found on page 51.

Provide evidence of all financial support.

I have provided letters from those who are providing my dependant with financial support explaining what support they are providing and, if they are stopping that support, why they are doing so.

I have provided formal documentation such as a bank statement of the financial circumstances of those who are providing my dependant with financial support.

Bank or building society accounts

11.15 Does your dependant have any bank or building society accounts?

This includes accounts in the UK or overseas.

Yes

No

If yes, complete a bank or building society table for each bank or building society account your dependant holds. The bank or building society table can be found on page 52.

Provide evidence of all large and regular incoming and outgoing payments.

I have provided evidence of any bank or savings account statements under my dependant's name covering the period of 6-months before this request with all large, and regular incoming and outgoing, payments explained.

Assets

11.16 Does your dependant currently own any assets?

Assets include; cash savings in the UK or overseas, investments, property in the UK, property outside the UK, land in the UK, land outside the UK. Read the guidance for more information on assets.

Yes

No

If yes, complete an assets table for each asset your dependant owns. The assets table can be found on page 53 and page 54.

Section 12: Household finance

12.1 Total household income

Tell us the details of your monthly household income

Your household includes you, your partner, your dependants and any other people with whom you live and on whom you depend for financial support. Your household monthly income should be based on the average monthly income your household received over the period of 6 months before this request.

Wages (net wages after deductions) (£):

Overtime (net after deductions) (£):

Public funds (£):

Pension (private/state) (£):

Drawings from business (£):

Profit from business (£):

Income from trust (£):

Dividends from shares (£):

Interest from savings (£):

Help from family/friends (£):

Help from a local authority (£):

Other (£):

Other (£):

Other (£):

I do not have any income (£)

Provide evidence of your household income.

I have provided documentary evidence to show all household income covering the period of 6-
months prior to this request, in addition to other evidence required. For example, pension statements
and a written confirmation from an accountant, if applicable.

12.2 Total household outgoings

Tell us the details of your monthly household outgoings

Your household includes you, your partner, your dependants and any other people with whom you live and on whom you depend for financial support. Your household monthly outgoings should be based on the average monthly outgoings over the period of 6 months before this request.

Tax (if anyone is self-employed) (£):

National Insurance
(if anyone is self-employed) (£):

Rent/mortgage (£):

Car/travel expenses (£):

Gas (£):

Electricity (£):

Water (£):

Food (£):

Clothing (£):

Mobile phone (£):

Telephone/broadband (£):

TV subscriptions (£):

Insurance (£):

Other (£):

Other (£):

Other (£):

I do not have any outgoings

Provide evidence of your household outgoings.

I have provided documentary evidence to show all household outgoings covering the period of 6-months prior to this request. For example, receipts and household bills.

Section 13: Compensation or damages

13.1 Have you or any of your dependants received (or expect to receive) income for compensation or damages?

Yes

No

If yes, provide details of who has received or who expects to receive these payments, the amount and the date received or expected to be received:

This includes any funds you may have been awarded to compensate for any loss, injury or damages you have suffered.

Provide evidence of your compensation or damages.

I have provided evidence of compensation or damage payments confirming the details I have provided and explaining what the payment is for. If the payments have not been received yet, I have provided a letter from a solicitor or a court order.

Section 14: Additional information about your request

14.1 Provide any additional information that you would like us to consider as part of your fee waiver request.

Only include information in relation to your fee waiver request.

Section 15: Documents

If you have photocopied any pages of this form, tell us how many pages and tables you have photocopied below:

If you do not provide these copies, your request may be delayed or refused.

Section 2: Nationality details

Section 11: Dependants:

Employment tables:

Public funds tables:

Financial support tables:

Bank or building society tables:

Assets tables:

If you have been unable to provide some or all of the documents requested throughout this form, please explain why you have not be able to do so.

Section 16: Declaration

Verification consent

The Home Office will check that the information and supporting documentation from a bank or utility company, that you supply as part of this request, is correct. You must sign and return the following declaration to confirm that you consent for the Home Office to request verification checks.

- I have provided a declaration signed by me to confirm my consent for the Home Office to request verification checks.

You should retain a signed copy of this declaration.

Part 1: Consent for the Home Office to verify application information

Part 1: Consent for the Home Office to verify application information

You (the applicant) should sign the Part 1 consent, and relevant other parties should sign Part 2 and 3, where they are relevant to your application. You must send them with your supporting documents. If you fail to do, your application may be refused.

Where any of the information or documentation also relates to someone else (for example a joint bank account or joint utility bill) you should ask that person or persons to sign PART 2 of the consent form.

From the applicant

I understand that the Home Office may check whether the information and documentation that I provide is genuine and correct.

I agree to the provider of the information and documentation telling the Home Office whether it is genuine and/or correct or in what way(s) (if any) it is not genuine and/or correct.

I agree to the disclosure to the Home Office of any relevant data (including personal data) that the provider of the information or documentation holds on me for the above purpose. If I have not supplied correct information or documentation to the Home Office the provider may disclose my relevant correct data (including personal data).

I understand that the information obtained may be used to decide my application and for related purposes.

I understand that providing information or documentation that is not genuine and/or correct will normally result in my application (or subsequent applications) being refused and may lead to my prosecution for a criminal offence.

Name and
address of
applicant:

Postcode:

Signature:

Date:
(dd mm yyyy)

Part 2: Consent for the Home Office to verify third party information

If any information or documentation provided is in the joint names of the applicant and another person (or persons), the joint owner should sign the following declaration:

The above-named person ('the applicant') has given the Home Office information or documentation and agreed that the Home Office can check that such information or documentation is genuine and/or correct. I am a joint owner with the applicant of some or all of that information or documentation.

I understand that information about the applicant may also reveal information about me.

I agree to the provider of the information or documentation giving the Home Office relevant data (including personal data) that it holds about me. I understand that this only covers data about me in my capacity as joint owner of the relevant information with the applicant (and not about any other information it may hold about me either in my capacity as an individual or jointly together with a third party) and is limited to:

- such relevant data as is necessary to confirm that the information or documentation that the applicant has supplied is genuine and correct;**
- if that information or documentation is not correct, relevant data relating to any irregularities, inaccuracies or discrepancies in the information or documentation that the applicant has provided, including as to the correct information that the provider of the information holds.**

I understand that this information or documentation may be used to make a decision on the application and for related purposes.

Name and
address of
joint holder:

Postcode:

Signature:

Date:
(dd mm yyyy)

Part 3: Consent for the Home Office to verify information from third party sponsor

If the information or documentation relates to another person or persons who is to provide the applicant with financial support, that person or persons* should sign the following declaration:

I have agreed to provide financial support to the applicant as set out in the application form. I have provided information or documentation to support the application. I understand the Home Office may verify the information or documentation which has been provided.

I agree to the provider of the information or documentation giving the Home Office relevant personal data it holds about me. This is limited to that which is necessary to confirm that the information or documentation the applicant has supplied is genuine and correct. If that information or documentation is not genuine or correct, the provider may give the Home Office details of any irregularities, inaccuracies or discrepancies in the information or documentation, and may also disclose to the Home Office the correct information that they hold.

I understand that this information or documentation may be used to decide the application and for related purposes.

* If the account is a joint account, all owners should sign.

Name and address of financial sponsor:

Postcode:

Signature:

Date:
(dd mm yyyy)

Declaration

By signing this application, you confirm that to the best of your knowledge and belief the following is correct:

- the information in this application
- the supporting evidence for this application

I confirm that:

- I understand that the data I have given can be used as set out in the privacy policy which can be found on the website at: www.gov.uk/government/publications/personal-information-use-in-borders-immigration-and-citizenship .
- I consent to organisations, including financial institutions, providing information to the Home Office when requested in relation to this application.
- I understand that if false information is given, the application can be refused and I may be prosecuted, and, if I am the applicant, I may be banned from the UK.

I confirm that:

- I am the applicant aged under 18.
- I am the parent or legal guardian of the applicant who is aged under 18 and I am completing and submitting the application on their behalf.
- I am submitting the application on behalf of the applicant - you must also complete the 'Third party declaration' (part 2 above).

Signature:

Date:
dd mm yyyy

Consent for the Home Office to request verification checks for joint accounts or third party support

Are you relying on evidence from someone else to prove your financial circumstances?

For example, on a joint bank account or a bank account in someone else's name.

Yes

No

Any other person or persons providing evidence to prove your financial circumstances should sign and submit the declaration for third party consent (part 2 above).

If we do not have their consent then we may not be able to take that evidence into account when considering your application, and so your application may be refused.

I understand that by ticking this check box I am giving consent to verification checks. I will provide a declaration signed by each person who is providing evidence to prove my financial circumstances.

Signature:

Date (dd mm yyyy):

What happens next?

We will contact you if there are going to be delays to your request.

This might happen if:

- your supporting documents need to be verified
- your request is complex

Employment table

Insert the name and details of all the people included in your request who have at least one position or offer of employment.

If any of the people listed in this employment table have more than one position or offer of employment, please photocopy or print a copy of this page and include it with your application.

Applicant's name:

	Applicant	Partner or spouse	Parent or legal guardian 1	Parent or legal guardian 2	Dependant
Insert the name of the person you are providing information for:					
Employer or company name:					
Employed or self employed					
Address of employer or company					
Start date dd/mm/yyyy					
Income amount £					
How often is this income received (weekly/monthly/annually)?					
How is this income received (cash/cheque/bank transfer)?					

Public funds table

If you or any of the people included in your request are receiving public funds, please tell us. This could be financial support because either you or any of the people listed in your application do not have enough money to meet essential living needs.

Applicant's name:

	Applicant	Partner or spouse	Parent or legal guardian 1	Parent or legal guardian 2	Dependant
Insert the name of the person you are providing information for:					

Income help: tell us how much (£) and if it is paid weekly or monthly

Universal credit:					
Income based jobseeker's allowance:					
Income based employment and support allowance:					
Income support:					
Social fund payment:					
State pension credit:					
Working tax credit:					

Child related benefits: tell us how much (£) and if it is paid weekly or monthly

Child benefit:					
Child tax credit:					

Public funds table (continued)

	Applicant	Partner or spouse	Parent or legal guardian 1	Parent or legal guardian 2	Dependant
Insert the name of the person you are providing information for:					

Care and disability help: tell us how much (£) and if it is paid weekly or monthly

Attendance allowance:					
Carer's allowance:					
Disability living allowance:					
Personal independence payment:					
Severe disablement allowance:					

Housing help: tell us how much (£) and if it is paid weekly or monthly

Council tax benefit:					
Council tax reduction:					
Housing benefit:					
Housing or homelessness assistance:					

Other: tell us how much (£) and if it is paid weekly or monthly

Other public funds:					
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Financial support

Insert the name and details of all the people included in your request who receive financial support.

If any of the people listed in this financial support table receive financial support from more than one person, please photocopy or print a copy of this page, complete it and include it with your application.

Applicant's name:

	Applicant	Partner or spouse	Parent or legal guardian 1	Parent or legal guardian 2	Dependant
Insert the name of the person you are providing information for:					
Who is this person receiving support from: - parent - other family member(s) - friend(s) - former partner(s) - local authority - religious organisation - charity - community support - other (give details)					
How much does this person receive from them in financial support (£)					
How often does this person receive support from them (weekly/monthly/annually/other)?					
How does this person receive this financial support (cash/cheque/bank transfer/other (please state))					

Bank or building society table

Insert the name and details of all the people included in your request who have a bank or building society account.

If any of the people listed in this bank or building society table have more than one bank or building society, please photocopy or print a copy of this page, complete it and include it with your application.

Applicant's name:

	Applicant	Partner or spouse	Parent or legal guardian 1	Parent or legal guardian 2	Dependant
Insert the name of the person you are providing information for:					
Bank or building society name:					
Account number:					
Is the account held in the UK (state yes or no)?					
If the account is not held in the UK which country is this account held in?					
Can this person access this account from the UK?					

Assets table

Insert the name and details of all the people listed in your application who have an asset or assets.

If any of the people listed in this asset table has more than one asset, please photocopy or print a copy of this page, complete it and include it with your application.

Applicant's name:

	Applicant	Partner or spouse	Parent or legal guardian 1	Parent or legal guardian 2	Dependant
Insert the name of the person you are providing information for:					
Which asset does this person currently own: <ul style="list-style-type: none"> - cash savings in the UK or overseas - investments - property in the UK - property outside the UK - land in the UK - land outside the UK 					
Value of asset (£):					
Can this person sell this asset (yes or no)?					

Assets table continued

If you have told us that any of the people listed in your application have not sold an asset **they can sell**, please explain why this person has not sold this asset:

Applicant

--

Partner or spouse

--

Parent or legal guardian 1

--

Parent or legal guardian 2

--

Dependant

--

If you have told us that any of the people listed in your application **cannot** sell their asset, please explain why this person cannot sell this asset:

Applicant

--

Partner or spouse

--

Parent or legal guardian 1

--

Parent or legal guardian 2

--

Dependant

--