

First-Tier Tribunal (Immigration and Asylum) Chamber

FTTIAC case reference number

**Declaration of entitlement to  
provide immigration advice,  
services or assistance**  
(section 84)

Case name

It is a criminal offence for you to provide  
immigration advice or immigration services  
unless you are a qualified person.

Hearing centre

See sections 82–91 of the Immigration and  
Asylum Act 1999

Please complete this form to confirm that you meet  
the legal requirements.

Date of hearing

Day

Month

Year

**The information provided in this form may be  
checked with the relevant professional body or  
regulator.**

**Complete either Section A or B and Section C**

**Section A**

1. I am not appearing in the course of any business, paid or unpaid;  
my relationship to the appellant is:

**Now go to Section C**

## Section B

2. I declare that I am not prohibited from providing immigration advice or immigration services by section 84 of the Immigration and Asylum Act 1999 **and** I am (please tick appropriate box)

a.  Registered by OISC at Level 3 or a person training at Level 3 supervised with OISC permission and according to the OISC Code of Standard

or

b.  authorised to provide immigration services by one of the following designated qualifying regulators:

- the Law Society (the work undertaken is in accordance with the rules of the Solicitors Regulation Authority)
- the Institute of Legal Executives (CILEX Immigration practitioner and specifically authorised to provide immigration services)
- the General Council of the Bar

or

c.  authorised to practise by one of the following designated professional bodies:

- the Faculty of Advocates
- the General Council of the Bar of Northern Ireland
- the Law Society of Scotland
- the Law Society of Northern Ireland

or

d.  acting on behalf of, and under the supervision of, a person who falls within the description marked at (a) to (c) above  
The name of my supervisor is

My supervisor's qualifying regulator or professional body is

**Note b.:** authorisation under (b.) applies to you only if you are in England and Wales.

**Note d.:** If you are supervised by a person authorised by the Bar Standards Board the supervision arrangements must be registered with the Board. If you are supervised by a person authorised by the Solicitors Regulation Authority that person must be practising through an SRA Authorised Body.

3. Are you attending as counsel or a freelance advocate?

Yes. **Go to question 4.**

No. **Go to question 5.**

4. Are you acting under direct access arrangements?

Yes

No. The name of the instructing solicitor or OISC registered organisation licensed by the BSB to instruct me is:

5. My professional address

Building and street

Second line of address

Town or city

County (optional)

Postcode

**Now go to Section C**

## Section C

### 6. Signature

Name of individual representative (in capitals)

Date

Day            Month            Year

#### **What to do with your completed form**

You can send your form using **one** of the following methods:

- by uploading this form through the relevant on-line portal and notifying the clerk of the court at the start of the hearing, the date this was done. Those instructing counsel should assist counsel in doing this.

**or**

- by emailing it to the hearing centre responsible for your hearing (only in cases where there is no on-line portal).

**or**

- by handing a copy to the court clerk at the start of the hearing.