



UK Visas
& Immigration

FLR(IR)

Version 07/2018

Application for other routes under the Immigration Rules

In accordance with paragraph 34 of the Immigration Rules, this form is specified for applications made on or after 13 July 2018 for the purposes listed overleaf.

Please check on the website at www.gov.uk/government/organisations/uk-visas-and-immigration that this is the current form for use on the date that you apply.

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

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.

In accordance with paragraph 34 of the Immigration Rules, this form is a specified form for the purpose of the Immigration Rules as of 13 July 2018 and must be used for all applications made on or after that date for the purposes stated on this page and listed in section 3.

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

FLR(IR) guidance notes

Rules for passport photographs

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

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

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

If you wish to make an application as a Representative of an overseas business, you must make your application by post. Applications in this category cannot be made in person.

This form can be used for leave to remain applications for the following categories:

- Visitors (except transit, Approved Destination Status & Permitted Paid Engagements visitors)
- UK ancestry
- Domestic worker in a private household
- Domestic worker who is a victim of slavery or human trafficking
- Parent of a Tier 4 (child) student
- Dependant joiners who are applying separately from the main applicant – dependants of a person who has limited leave to enter or remain in the UK, not including dependants of a person with leave under the points based system or dependants of a person in the UK with leave on the basis of family or private life
- Relevant Civilian Employee – see www.gov.uk/government/publications/armed-forced-relevant-civilian-employees
- Member of an Armed Force who is subject to immigration control (course F)
- Dependant of a member of Armed Forces which are not HM Forces (dependants of a member of HM Forces should complete FLR(AF))
- Locally engaged staff of a Diplomatic Mission
- Representative of an overseas business (postal applications only)
- Retired person of independent means
- Any other application for leave to remain that is within the Immigration Rules but is not covered by another form. If you are not sure whether your leave is on a route that is in the Immigration Rules you can check here: www.gov.uk/guidance/immigration-rules. You can find the other application forms here www.gov.uk/government/collections/uk-visa-forms or, for online application forms, on the visas and immigration pages of gov.uk for specific routes.

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

Home Office
FLR(IR)
Leave to remain
PO Box 495
Durham
DH1 9LL

Except for the following categories:

- Relevant Civilian Employee
- Locally engaged staff of a Diplomatic Mission
- Member of Armed Forces who is subject to immigration control (course F)
- Dependant of a member of Armed Forces which are not HM Forces

who should send their application by post to:

Leave to Remain - FLR(IR)
PO Box 643
Durham
DH1 9LL

Do not use this form if another application form is available. For example, do not use this form for a human rights application or for leave outside the Immigration Rules. Do not use this form if you can apply on one of the routes in form FLR(HRO) which were previously on the FLR(O).

Use form FLR(FP) or the online application form instead of this form if you are applying for leave to remain in one of the following categories:

- Family life as a partner (10 year route);
- Family life as a parent (5 year & 10 year routes);
- Private life in the UK (10 year route);
- Leave outside the Rules on the basis of family or private life; or
- Discretionary leave (DL) if you were last granted DL before 9 July 2012 on the basis of Article 8 family or private life.

Payment Guidance

The Fee

The appropriate fee depends on the type of application you are making. The following tables show you the fee you will need to pay if you are making a standard postal application on form FLR(IR).

Applications can be made in person at a Premium Service Centre for a same day consideration of your application. There is an additional fee for this service and all fees will be taken when you book an appointment. You can only make on-line or in person payments by using one of our accepted credit or debit cards (see below). For more details and to book an appointment please visit www.gov.uk/ukvi-premium-service-centres

If you wish to make an application as a Representative of an overseas business, you must make your application by post. Applications in this category cannot be made in person.

Retired person of independent means:

Number of applicants	Standard
Single applicant (no dependants)	£1949
Yourself and 1 dependant	£3898
Yourself and 2 dependants	£5847
Yourself and more than 2 dependants	Add £1949 to the amount above for each additional dependant

Representative of an overseas business:

Number of applicants	Standard
Single applicant (no dependants)	£704
Yourself and 1 dependant	£1408
Yourself and 2 dependants	£2112
Yourself and more than 2 dependants	Add £704 to the amount above for each additional dependant

Visitors (except transit, Approved Destination Status & Permitted Paid Engagements visitors):

Number of applicants	Standard
Single applicant (no dependants)	£993
Yourself and 1 dependant	£1986
Yourself and 2 dependants	£2979
Yourself and more than 2 dependants	Add £993 to the amount above for each additional dependant

All other categories:

Number of applicants	Standard
Single applicant (no dependants)	£1033
Yourself and 1 dependant	£2066
Yourself and 2 dependants	£3099
Yourself and more than 2 dependants	Add £1033 to the amount above for each additional dependant

For more information about the current fees, please see the FLR(IR) guidance notes.

Please note that your application will be rejected as invalid if you do not pay the specified fee. The fee charged is for the processing and consideration of the application. This fee will be payable once the application form is received by the Home Office or its payment processing agent, regardless of the outcome of the application. If your application contains errors or is missing information it may be rejected as invalid. Your application will not be considered and your fee will be refunded less an administration fee of £25 for each person included in the application.

We cannot begin the consideration process until the payment has cleared. We allow 5 working days for payments made by cheque to clear, credit/debit cards and postal orders will clear immediately.

If you are applying as a domestic worker who is a victim of slavery or human trafficking, you will not be required to pay the specified fee. You should tick the box at item 5 on the payment details page. You will not need to complete form Appendix 1 FLR (FP).

If you are applying under one of the above categories failure to tick the box at item 5 on the payment details page will result in your application being rejected if you have not sent a fee.

Biometric Enrolment Fee

As part of your application you are required to enrol your biometric information. You will be charged an additional handling fee for this service, payable to the Post Office Ltd. You must pay the fee by cash or debit card when you attend Post Office Ltd to enrol your biometrics. Each dependant included on your application must also pay this fee when they enrol their biometric information. Do not send the biometric enrolment fee with your application fee.

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

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

Who May Apply With You?

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

If this is the first time you are applying for leave in this category you cannot list dependant children over the age of 18 on this form. However, children who were initially granted leave in this category at a time when they were under 18 but who are now over 18, may continue to be included as a dependent child (subject to an adult fee). See FLR(IR) Guidance Notes for more information.

The rules for visitors do not allow dependants, but they may be allowed to remain exceptionally in some circumstances. However anyone applying on this basis should apply separately.

How can you pay?

You must pay by one of the methods specified below.

- Cheque (postal applications only)
- Postal Order (postal applications only)
- Credit card - Visa (including Electron), MasterCard or American Express (Amex)
- Debit card - Delta, Maestro* (including Solo)
- Banker's draft (payable to the Home Office) (postal applications only)

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

Cheques and Postal Orders

You must make the cheque or postal order payable to Home Office Leave to Remain and cross the cheque or postal order(s) A/C Payee only.

Write the full name, nationality and date of birth of the main applicant on the back of each cheque and/or each postal order and keep the postal order stub(s). Make sure that the date and the amount (words and figures) are correct and that the cheque is signed properly.

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

Completing the Payment Details page

To ensure that your payment is processed without any delay please complete the correct payment details page and note the points below when doing so.

1-2 The address at 1 should be the contact address in the UK for any correspondence. If it is not your home address (eg a solicitor or other authorised immigration adviser may be submitting the application), give the contact name at 2.

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

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

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

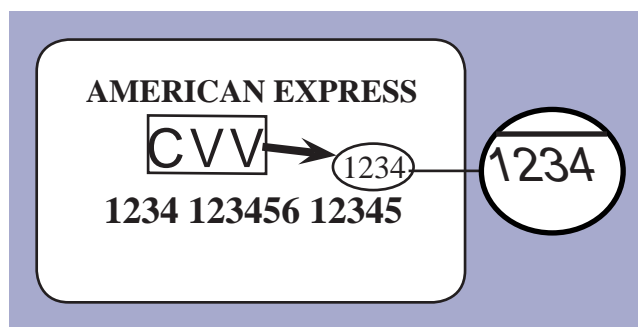
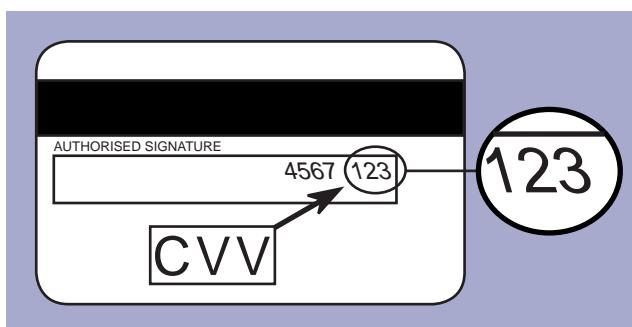
8-11 Complete only if paying by card.

11 The card security number is a three-digit security code known as the card verification value (CVV). It consists of the last three numbers on the signature strip on the back of the card as shown below.

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

Please note that when making large or multiple payments using your credit card, the anti-fraud measures that banks operate sometimes stop the full payment being taken. This can happen for a number of reasons. To prevent this you may inform your bank of your intention to make large or multiple payments in advance so that your bank allows the full payment to be taken when you submit your application.

Please be aware that not all banks offer this service.



Payment Details: FLR(IR)

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

1. Contact address in the UK for correspondence

[illegible]

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

[illegible]

3. Applicant's full name

[illegible]

4. Date of Birth

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

Retired person independent means single applicant - no dependants	£1949	Representative of overseas business single applicant - no dependants	£704
Other categories single applicant - no dependants	£1033	Visitor single applicant - no dependants	£993

If your dependants are applying with you, please state the number in the space below and enter the correct amount in the appropriate box (as calculated in accordance with the payment guidance).

Main applicant and		dependants	£
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If you are claiming an exemption from paying the fee tick this box (applies to postal applications only)

1

6. How are you paying? Please tick a box.

Postal order ☐ Cheque ☐ Debit or credit card ☐ Banker's draft ☐

7. Paying by cheque - please give cheque details below

Cheque number

Account number

Sort code

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Paying by card - please complete 8-12 below

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

Visa/Electron ☐
 Mastercard/Amex ☐
 Maestro/Solo ☐
 Delta ☐

9. Name on card

[illegible]

10. Card number

[illegible]

Valid from

Expiry date

CVV number

Issue No. if

11. Card details

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 available

12. Cardholders signature

Date _____

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1.1 Your title - please tick

If other, what is your title?

Mr Mrs Miss Ms Other

1.2 Your gender - please tick male ☐ female ☐

1.3 Your date of birth

1.4 Your full name as in your passport or travel document

[illegible]

1.5 Surname or family name

[illegible]

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

[illegible]

1.7 Nationality

[illegible]

1.8 Place of birth - town or city and country

[illegible]

1.9 Passport, national identity card or travel document number

[illegible]

1.10 Home Office reference if you have one

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

IHS								
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1.12 National insurance number if you have one

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1.13 BRP Reference number

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[illegible][illegible][illegible][illegible][illegible]

If you have a partner and/or any children under 18 who are living with you in the UK and who are applying for an extension of stay as your dependants, this is where you give their details. 'Partner' means your spouse, civil partner, unmarried or same-sex partner.

Photographs - You must provide two identical photographs of each dependant who is applying. Write the dependant's full name on the back of each photograph and enclose them in an envelope attached to section 1 as instructed there.

[illegible][illegible]

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[illegible]

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2.6 Partner's gender - please tick male ☐ female ☐

Spouse ☐ Civil Partner ☐ Unmarried partner ☐ Same-sex partner ☐

If No, where does your partner live?

[illegible][illegible]

In this section include any children under the age of 18 who are living with you in the UK and who are applying as your dependants.

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

	Child 1	Child 2
Name		
Date of birth		
Place of birth		
Gender		
Nationality (including if they have dual nationality)		
Passport, national identity card or travel document		
Place of issue of passport, national identity card or travel document		
Issuing authority		
Date of issue		
Date of expiry		
List all languages that your child speaks		
How long has this child resided in the UK?		
Does this child live with you at the address provided in question 1.14?		
Who is financially responsible for this child?		
If your sponsor is not the other parent of this child, provide details of the other parent. Include name, where they live, their nationality and their level of contact or parental responsibility.		

Are you or your partner responsible for supporting anyone else, not listed above? Yes ☐ No ☐

If Yes, please provide details.

Please include any further information you think may be relevant to the consideration of this application. Continue on a separate page if necessary.

Section 3 - Which category?

It is mandatory to complete this section. If it is not complete, the application will be invalid and will be returned to you.

Please tick a box below to show us the category in which you are applying for an extension of stay in the UK. You can only tick one box.

Visitor (except transit, ADS & PPE) ☐

UK ancestry ☐

Domestic worker in a private household ☐

Domestic worker who is a victim of slavery or human trafficking ☐

Parent of a Tier 4 (child) student ☐

Dependant joiners who are applying separately from the main applicant - dependants of a person who has limited leave to enter or remain in the UK, not including dependents of a person with leave under the points based system or dependants of a person in the UK with leave on the basis of family or private life ☐

Relevant Civilian Employee ☐

Member of an Armed Forces subject to immigration control (course F) ☐

Dependant of a member of Armed Forces which are not HM Forces ☐

Representative of an overseas business ☐

Retired person of independent means ☐

Locally engaged staff of a Diplomatic Mission ☐

Any other application for leave to remain that is within the Immigration Rules but is not covered by another form ☐

If you have ticked the other category, please explain briefly why you are applying for an extension of stay in the UK, including what route you are applying for.

How do you meet the requirements for this route?

Section 4 - Biometric residence permit

It is mandatory to complete this section. If it is not complete, the application will be invalid and will be returned to you.

Note 1 In accordance with regulation 3 of the Immigration (Biometric Registration) (Amendment) Regulations 2012 anyone applying for an extension of stay in the UK in the categories for which this application form is specified must also apply for a biometric immigration document, otherwise known as a biometric residence permit. This also applies to applications made at the same time by any dependants of the main applicant. For information about biometric residence permits, please see the separate FLR (IR) guidance notes, which you must read before completing this form.

If you have a current grant of leave on a Biometric residence permit you must provide your Biometric residence permit for the application to be valid and complete.

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

Yes ☐ go to question 4.2

No ☐ go to question 4.3

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

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

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

Yes ☐ go to question 4.4

No ☐ go to question 4.5

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

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

Dependants applying with you

4.5 Are any dependants applying with you?

Yes ☐ go to question 4.6

No ☐ go to question 4.10

4.6 Have any of the dependants applying with you used any name(s) other than the one(s) given in section 2 of this application form in previous UK immigration applications made in the UK or abroad?

Yes ☐ go to question 4.7

No ☐ go to question 4.8

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

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

4.8 Have any of the dependants applying with you had their fingerprints taken as part of a previous UK immigration application made in the UK or abroad?

Yes ☐ go to question 4.9

No ☐ go to question 4.10

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

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

Children under 16 applying

4.10 If the main applicant or any dependants are under 16, enter the details of the responsible adult who will accompany them when they have their fingerprints and/or photograph taken:

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

Is this the parent of the child(ren)?

Yes ☐ go to section 5

No ☐ go to question 4.11

4.11 Please explain below why the child(ren) will not be accompanied by a parent and provide details of the responsible adult who will be accompanying the child(ren). See Note 2.

Note 2 Under the biometric registration regulations, any child under the age of 16 who is required to apply for a biometric immigration document must have their fingerprints and/or a photograph taken in the presence of a responsible adult who is the child's parent or guardian, or another person who for the time being takes responsibility for the child.

Where dependants of the main applicant are also required to apply for a biometric immigration document, all applicants will normally have their fingerprints and/or photograph taken on the same day. This means that you and any children applying with you will normally be expected to attend together. If there is any reason preventing you from accompanying any child under the age of 16, you must nominate the responsible adult who will be accompanying them.

The responsible adult accompanying any child under the age of 16 will need to provide an acceptable form of identification, such as a passport or driving licence. If that person is not the parent or guardian of the child, they must have a letter confirming that they are a responsible adult who has a close connection to the child and has been authorised to accompany him or her.

Section 5 - Your home and finances

You are not required to complete this section if you are applying in the bereaved partner categories.

5.1 Is your home in the UK:

Owned by you?	<input type="checkbox"/>	Rented from a local authority or housing association by you?	<input type="checkbox"/>
Privately rented by you?	<input type="checkbox"/>	Owned or rented by a relative or friend?	<input type="checkbox"/>
Other? Give details below	<input type="checkbox"/>		

5.2 Do you or your partner, or both, pay any rent or mortgage for your home? Yes ☐ No ☐ If so, how much do you pay each month?

£

5.3 Are you working in the UK? Yes ☐ No ☐ If so, what is your pay each month after income tax and other deductions?

£

5.4 Does a relative or friend of you or your partner, or both of you, regularly give you money? Yes ☐ No ☐ If so, how much do you receive each month?

£

5.5 Are you receiving any public funds? Yes ☐ No ☐

The public funds which are relevant for the purposes of the Immigration Rules are listed below. If you have answered yes to question 5.5, you must tick the relevant box(es) to show which of these are being received and complete the table on the next page to show the amounts received.

Attendance Allowance	<input type="checkbox"/>	Carer's Allowance	<input type="checkbox"/>
Child Benefit	<input type="checkbox"/>	Child Tax Credit	<input type="checkbox"/>
Council Tax Benefit	<input type="checkbox"/>	Council Tax Reduction	<input type="checkbox"/>
Disability Living Allowance	<input type="checkbox"/>	Housing Benefit	<input type="checkbox"/>
Housing or Homelessness assistance	<input type="checkbox"/>	Income-based Jobseeker's Allowance	<input type="checkbox"/>
Income Support	<input type="checkbox"/>	Income Related Employment and Support Allowance	<input type="checkbox"/>

Personal Independence Payment	<input type="checkbox"/>	Severe Disablement Allowance	<input type="checkbox"/>
Social Fund Payment	<input type="checkbox"/>	State Pension Credit	<input type="checkbox"/>
Working Tax Credit	<input type="checkbox"/>	Universal Credit	<input type="checkbox"/>

If there is anything else you wish to tell us about your financial circumstances, please use this box.

Complete the following table indicating the sources and levels of income as indicated in 5.2 - 5.5 that you and your partner are relying on to adequately maintain yourselves and any dependants.

Income source	Interval received (weekly or monthly amount)	Amount
Total		

If you have been unable to fit all of the relevant details in the table above, please use the space provided below.

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

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

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

No ☐ go to question 6.3

Note: We will carry out criminal record checks on all applicants and dependants. You must give details of all unspent and spent criminal convictions. This includes road traffic offences but not fixed penalty notices (such as speeding or parking tickets) unless they were part of a sentence of the court. This includes all drink-driving offences.

Country where convicted

[illegible][illegible][illegible][illegible]

months

Criminal conviction 2

Country where convicted

[illegible]

Nature of the offence

[illegible]

Sentence given

[illegible]

Date sentenced

[illegible]

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

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months

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

Yes ☐ go to question 6.4

11

No go to question 6.5

11

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

Details of penalty 1

Name of person

[illegible]

Country where penalty given

[illegible]

Offence

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

Date of penalty

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Details of penalty 2

Name of person

[illegible]

Country where penalty given

[illegible]

Offence

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

Date of penalty

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

Yes ☐ go to question 6.6

No ☐ go to question 6.7

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

Details of court judgment or civil penalty 1

Name of person

[illegible]

Specify whether you had a court judgment or civil penalty

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Date of of court judgment or civil penalty

[illegible]

Details of court judgment or civil penalty 2

Name of person

[illegible]

Specify whether you had a court judgment or civil penalty

Date of of court judgment or civil penalty

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

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

6.7 Have you or any dependants who are applying with you been arrested and charged in any country with any criminal offence and are awaiting, or are currently on trial?

Yes ☐ No ☐

6.8 In times of either peace or war have you or any dependants who are applying with you ever been involved, or suspected of involvement, in war crimes, crimes against humanity or genocide?

Yes ☐ No ☐

6.9 Have you or any dependants who are applying with you ever been involved in, supported or encouraged terrorist activities in any country?

Yes ☐ No ☐

6.10 Have you or any dependants who are applying with you ever been a member of, or given support to, an organisation which has been concerned in terrorism?

Yes ☐ No ☐

6.11 Have you or any dependants who are applying with you ever, by any means or medium, expressed views that justify or glorify terrorist violence or that may encourage others to terrorist acts or other serious criminal acts?

Yes ☐ No ☐

6.12. Have you or any dependants who are applying with you ever engaged in any other activities which might indicate that you may not be considered to be persons of good character?

Yes ☐ No ☐

6.13. How long have you lived in the UK?

years months

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

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

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

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

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

Country	Social cultural or family ties

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

Definitions

For the purposes of answering questions 6.7 to 6.12, the following information provides guidance on actions which may constitute war crimes, crimes against humanity, genocide, or terrorist activities.

This guidance is not exhaustive. The full definitions of war crimes, crimes against humanity and genocide can be found in schedule 8 of the International Criminal Court Act 2001 at www.legislation.gov.uk/ukpga/2001/17/schedule/8 or purchased from The Stationery Office (telephone 0870 600 5522). It is your responsibility to satisfy yourself that you are familiar with the definitions and can answer the questions accurately on behalf of yourself and any dependants who are applying with you.

War crimes

Grave breaches of the Geneva Conventions committed during an armed conflict. This includes an internal armed conflict and an international armed conflict. The types of acts that may constitute a war crime include wilful killing, torture, extensive destruction of property not justified by military necessity, unlawful deportation, the intentional targeting of civilians and the taking of hostages.

Crimes against humanity

Acts committed at any time (not just during armed conflict) as part of a widespread or systematic attack, directed against any civilian population with knowledge of the attack. This would include offences such as murder, torture, rape, severe deprivation of liberty in violation of fundamental rules of international law and enforced disappearance of persons.

Genocide

Acts committed with intent to destroy, in whole or in part, a national, ethnical, racial or religious group.

Terrorist activities

Any act committed, or the threat of action, designed to influence a government or intimidate the public and made for the purposes of advancing a political, religious or ideological cause and that:

- involves serious violence against a person;
- that may endanger another person's life;
- creates a serious risk to the health or safety of the public;
- involves serious damage to property;
- is designed to seriously disrupt or interfere with an electronic system.

Organisations concerned in terrorism

- An organisation is concerned in terrorism if it:
- commits or participates in acts of terrorism;
- prepares for terrorism;
- promotes or encourages terrorism (including the unlawful glorification of terrorism);
- or is otherwise concerned in terrorism.

Section 7 - Photographs

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

The photographs must be in the format specified in the separate Rules for passport photographs guidance. If they are not, they may be rejected as unacceptable and you will have to provide others which are acceptable. This will delay consideration of your application.

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

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

☐

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

☐

Section 8 - Passport, travel document or national identity card

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

You must provide your valid passport or (except a PBS applicant), a national identity card as evidence of your identity and nationality. If you do not have these, your most recent passport or (except a PBS applicant) national identity card. If you have neither of these, you can provide a travel document unless these are not available for reasons beyond your control. If your document is lost or stolen, you should replace it before making your application unless there are reasons beyond your control why you cannot (See note 4 below).

If you are applying as a domestic worker who is a victim of slavery or human trafficking, we will consider you to be unable to provide your passport for reasons beyond your control if your passport was retained by your previous employer or other person in circumstances which led to being considered to be a victim of slavery or human trafficking.

You should provide all previous passports, travel documents or national identity cards that you have used to travel to or remain in the UK.

This also applies to any dependant included in the application.

8.1 Is your valid passport, national identity card or travel document enclosed?

8.1.1 Which document are you providing? (please tick at least one box)

Passport ☐ Travel document ☐ National identity card ☐
None ☐

8.2 Valid passport, national identity card or travel document

8.2.1 Passport/national identity card/travel document number:

8.2.2 Issue Date:

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8.2.3 Expiry Date:

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8.2.4 Country of issue and issuing authority:

8.3 Answer this question if you have not provided a valid passport, national identity card or travel document.

8.3.1 My passport, national identity card or travel document is:

Elsewhere in the Home Office

☐

Not available for reasons beyond my control

☐

Please provide reasons why you cannot provide your passport, national identity card or travel document. If lost or stolen you must provide your crime reference number and reasons why you have not been able to provide a replacement document.

Note 4. Reasons beyond your control may include where you do not have a national authority to provide a document, or where you have applied for a document and your national authority cannot provide one in time for you to make your application.

I cannot enclose a passport, national identity card or travel document because:

8.4 If you have not enclosed a valid passport, national identity card or travel document, what alternative satisfactory evidence of your identity and nationality is enclosed? Alternative evidence must include your full name, date of birth and nationality.

8.5 Have you enclosed the valid passport, national identity card or travel document for a dependant?

8.5.1 Which document are you providing? (please tick at least one box)

Passport ☐ Travel document ☐ National identity card ☐ None ☐

8.5.2 Valid passport, national identity card or travel document

8.5.2.1 Passport/national identity card/travel document number:

8.5.2.2 Issue Date:

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8.5.2.3 Expiry Date:

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8.5.2.4 Country of issue and issuing authority:

8.5.3 Answer this question if you have not provided a valid passport, national identity card or travel document

8.5.3.1 My dependant's passport, national identity card or travel document is:

Elsewhere in the Home Office ☐ Not available for reasons beyond my control ☐

Please provide reasons why you cannot provide your passport, national identity card or travel document. If lost or stolen you must provide your crime reference number and reasons why you have not been able to provide a replacement document.

Note 4. Reasons beyond your control may include where you do not have a national authority to provide a document, or where you have applied for a document and your national authority cannot provide one in time for you to make your application.

I cannot enclose a passport, national identity card or travel document because:

8.5.4 If you have not enclosed a valid passport, national identity card or travel document for a dependant, what alternative satisfactory evidence of their identity and nationality is enclosed? Alternative evidence must include their full name, date of birth and nationality.

If you have more than one dependant, please photocopy this section and enclose the photocopy with your application form.

Section 9 - Documents

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

All applicants must provide the relevant documents specified in 9A. You must also provide the relevant documents specified in 9H to 9N for the category in which you are applying.

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

Passports and immigration documents

9A All applicants

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

☐

The valid passport(s), national identity card(s) or travel document(s) for each dependant included in section 2 and applying for an extension of stay in the UK with you. If they last entered the UK on previous passport(s) or travel document(s), please also provide these documents if you have them.

☐

Your Biometrics residence permit if you have been issued with one since entering the UK. See Note 5.

☐

The Biometrics residence permit for each dependant included in section 2 and applying for an extension of stay in the UK with you if they have been issued with them since entering the UK. See Note 5.

☐

Note 5 Residence permits have been issued to certain foreign nationals since 25 November 2008 when they have been given permission to remain in the UK. Unless reported lost or stolen, they should be enclosed with any application for further permission to remain in the UK.

Your police registration certificate if you have been asked to register with the police.

☐

The police registration certificate(s) of each dependant included in section 2 and applying for an extension of stay in the UK with you if they have been asked to register with the police.

☐

Your Finances

Evidence of your finances. Bank statements, building society savings book(s), pay slips or other formal documents as evidence of your ability to maintain and accommodate yourself and any dependants without recourse to public funds. (See Note 6).

☐

Note 6 We do not accept internet or cashpoint statements as evidence of finances. If you claim that a relative or friend is providing you with financial support (see question 5.4), in addition to evidence of your own finances, you must provide bank statements or other documents of the kind described above as evidence of their financial resources. The documents showing the finances available to you and to any person supporting you should cover at least the last three months.

9B Visitors (except Approved Destination Status & Permitted Paid Engagements visitors)

If you are applying to extend your stay as a visitor you should refer to the visitor: guide to supporting documents guide at www.gov.uk/government/publications/visitor-visa-guide-to-supporting-documents, as the types of documents required will depend on which visit route you are applying under and your purpose for being in the UK.

You should also ensure that you have not already completed the maximum period permitted in this capacity.

If you are applying for an extension of stay for private medical treatment, the evidence you should supply will include:

Evidence to show that you have paid for any treatment you've already had in the UK

☐

Evidence to show that you can and will pay the further costs of your treatment

☐

You must also get a medical practitioner or NHS consultant who is registered in the UK to provide:

Proof of arrangements for your private medical consultation or treatment

☐

A letter which explains what your medical condition is, that it requires further treatment, and how long your treatment is likely to take

☐

9C UK Ancestry

If you are a Commonwealth citizen aged 17 or over, one of your grandparents was born in the UK and Islands and you are applying because of your UK ancestry, in addition to the relevant documents in 9A, you must provide:

Your full birth certificate showing your parents' names.

☐

Evidence that one of your grandparents was born in the UK and Islands. The evidence must be formal documents such as full birth certificates for your parents and grandparent and, where necessary to establish the relationship, marriage certificates and/or adoption papers.

☐

Document(s) showing that you are able to work and intend to take or seek employment in the UK.

☐

If your spouse or civil partner is applying as a dependant you should include your marriage certificate or civil partnership registration document.

☐

You may include the marriage certificates of parents and grandparents but you do not need to include this if your parents or grandparents were not married.

☐

9D Domestic worker in a private household

If you have been given leave to enter or remain for employment in this category, in addition to the relevant documents in 9A, you must provide:

Recent document(s) from your employer, confirming that your work as a domestic worker in a private household is continuing and that you are still needed for the same work. See Note 7. ☐

Evidence of the employer's right to reside in the United Kingdom, such as a passport. ☐

Note 7 Domestic workers are required to provide a current statement of their terms and conditions of employment including full details of their duties, signed by themselves and their employer. They should also include a letter from their employer confirming that the employment is continuing and that the employment complies with UK legislation on the National Minimum Wage.

9E Domestic worker who is a victim of slavery or human trafficking

If you are applying as a domestic worker who is a victim of slavery or human trafficking, in addition to the relevant documents in 9A, you must provide:

A copy of the letter which you have received from UK Visas and Immigration confirming that the Competent Authority has concluded that you are a victim of slavery or human trafficking. ☐

9F Parent of a Tier 4 (child) student

If you are applying as the parent of a Tier 4 (child) student, in addition to the relevant documents in 9A, you must provide:

Evidence that you can maintain and accommodate yourself, the Tier 4 (child) student and any other dependants, without recourse to public funds and without taking employment. The evidence must be formal documents such as bank/ building society statements or savings books, or pay slips from your employment outside the UK (see Note 6). ☐

Documents such as bank statements can be combined with documents which confirm access to a joint bank account and a letter from the spouse overseas which confirms that they are the sole provider for their spouse and child in the UK.

If you are going to be maintained and/or accommodated by other relatives or friends in the UK you must provide evidence that they are legally in the UK and have enough funds and/or accommodation available to maintain and accommodate you. ☐

Evidence that you continue to maintain your main place of residence outside the UK and have sufficient funds to continue to do so. ☐

The passport for the Tier 4 (child) student. ☐

9G Dependant of a person who has limited leave to enter or remain in the UK (other than under the points based system and dependants of a person in the UK with leave on the basis of family or private life).

If you are applying as the dependant of such a person, in addition to the relevant documents in 9A, you must provide:

Evidence to show the immigration permission of the partner or parent who is in the UK. ☐

Your marriage or civil partnership certificate if you are applying as the person's spouse or civil partner. ☐

Documents showing that you have lived together for 2 years or longer if you are applying as the person's unmarried or same-sex partner. ☐

Your full birth certificate showing your parents' names if you are applying as the person's child. ☐

9H Relevant civilian employee

If you are applying as a relevant civilian employee, in addition to the relevant documents in 9A, you must provide:

Your DEROS/Official Letter of Employment (including details of employer, employment type and contract an end date). ☐

Evidence of accommodation and maintenance. ☐

You should also provide posting/movement orders if you have them. These must confirm any dependants. ☐

A family member of a relevant civilian employee must provide:

- DEROS/Official letter of employment. ☐
- The relevant civilian employee's wage slips. ☐
- Evidence to show your relationship such as a marriage certificate or proof of cohabitation, or a birth certificate for a child. ☐
- Evidence of relationship with member of the Armed Forces. ☐
- Evidence of ability to maintain and accommodate yourself. ☐

9I Locally engaged staff of a diplomatic mission

If you are applying as a locally engaged member of staff at a diplomatic mission, in addition to the relevant documents in 9A, you must provide:

Official Letter of Employment and evidence of employment by the Mission. ☐

Evidence that you can support and accommodate yourself without recourse to Public Funds. ☐

9J Member of an Armed Forces who is subject to Immigration Control (course F)

If you are applying as a member of an Armed Forces who is subject to Immigration Control (course F), in addition to the relevant documents in 9A, you must provide:

- A sponsor letter supporting the application. ☐
- Your official Armed Forces Enlistment Progress Letter (including training dates). ☐
- A letter confirming invitation for duration of training. ☐

9K Dependant of a member of Armed Forces which are not HM Forces

If you are applying as a Dependant of a member of Armed Forces which are not HM Forces, in addition to the relevant documents in 9A, you must provide:

Your partner or parent's official Armed forces letter/posting or movement order. ☐

Your partner or parent's wage slips. ☐

Evidence to show your relationship such as a marriage certificate or proof of cohabitation, or a birth certificate for a child. ☐

If applying as an 'other dependant', for example, if you are a child over 18 years old or a dependant parent, you must be named on the posting letter of the Member of the Armed Forces and you must provide a letter explaining why you are part of the family unit and what you will do in the UK. ☐

9L Representative of an overseas business

If you are applying as a representative of an overseas business, in addition to the relevant documents in 9A, you must provide:

For a sole representative:

Confirmation from the parent company that its headquarters and principal place of business remain outside the UK and that it wishes to continue to employ you as previously. ☐

Evidence that either a registered branch or wholly-owned subsidiary has been established in the UK. In the case of a registered branch this evidence may be provided by means of a Companies House Certificate of Registration. In the case of a wholly-owned subsidiary this evidence should be provided by means of a Companies House Certificate of Incorporation, together with either a copy of the share register or a letter from the company accountants confirming that all shares are held by the parent company. ☐

Evidence that you are employed full-time as a Representative of an Overseas Business. This is best provided in the form of documents such as a P60 and original formal payslips for the last three months. ☐

Evidence that the UK operation is active. Such evidence may take different forms according to the nature of the business. If there are accounts for the business, you should provide these; you should also provide copy invoices, contracts and business letters. ☐

For a media representative:

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

9M Retired person of independent means

If you are applying as a retired person of independent means, in addition to the relevant documents in 9A, you must provide:

Evidence that you have made the UK your main home since you were given leave to enter or remain as a retired person of independent means. This is best provided in the form of all the passports you have held during this period. You should also provide a list of your movements in and out of the country during this period. ☐

Evidence that you have had an income of your own of not less than £25,000 each year which is under your control and disposable in the UK. ☐

9N Any other application for leave to remain that is within the Immigration Rules but is not covered by another form.

If you are applying for any other application for leave to remain that is within the Immigration Rules but is not covered by another form, in addition to the relevant documents in 9A, you must provide:

A letter or other document explaining why you are applying for an extension of stay. ☐

Any relevant documents in support of your case. ☐

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Section 10 (continued) - Consent for the Home Office to request verification checks

If the account with the bank or utility company is in the joint names of the applicant and other people, each of those others should sign the following declaration :

The above-named person ('the applicant') has given the Home Office documentation about his or her accounts with banks or utility companies (a 'company') so that the Home Office can check that is correct. I am a joint customer with the applicant on some or all of those accounts. Information about the applicant may thus also reveal information about me.

I agree to the company giving the Home Office relevant personal data it holds about me in relation to the account. This only covers data about me as joint customer with the applicant (and not about any other accounts I hold in my sole name) and limited to what is necessary to confirm that the documentation the applicant has supplied is correct. If that documentation is not correct, the company may give the Home Office details of any inaccuracies / discrepancies in the information that the applicant has provided, and may also disclose to the Home Office the correct information that they have on record about the account.

I agree that this information may be used as part of the decision making process about the application and may, if necessary, be disclosed to a court.

Name and address of joint customer

[illegible]

Signature

--

Date _____

--

Section 10 (continued) - Consent for the Home Office to request verification checks

If the account with the bank or utility company relates to another person who is to provide the applicant with financial support, that person* should sign the following declaration :

I am a friend or relative whom the above-named person ('the applicant') has stated will provide financial support. The Home Office is verifying this by checking the documentation which the applicant has supplied about my accounts with banks or utility companies (a 'company'). The company may thus reveal information about me to the Home Office or to the applicant.

I agree to the company giving the Home Office relevant personal data it holds about me in relation to my account. This is limited to what is necessary to confirm that the documentation the applicant has supplied is correct. If that documentation is not correct, the company may give the Home Office details of any inaccuracies / discrepancies in the information that the applicant has provided, and may also disclose to the Home Office the correct information that they have on record about the account.

I understand that this may involve the applicant obtaining further details about the account.

I agree that this information may be used as part of the decision making process about the application and may, if necessary, be disclosed to a court.

Name and address of third party

[illegible]

Signature

--	--

Date

--

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

Section 11 - Declaration

You must now read the declaration below and sign it. This must be signed by you (the applicant) and not by a representative or other person acting on your behalf. If you are under 18, your parent or guardian may sign.

It is mandatory for the declaration to be signed.

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

I hereby apply for an extension of stay in the UK for myself and any dependants listed in this form. The information I have given in this form is complete and is true to the best of my knowledge.

I confirm that the photographs submitted with this form are a true likeness of myself and any dependants who are applying with me, as named on the back of each photograph and that I have had the opportunity to see the Rules for passport photographs guidance.

I confirm that if, before this application is decided, there is a material change in my circumstances or new information relevant to this application becomes available, I will inform the Home Office.

I understand that all information provided by me to the Home Office will be treated in confidence; that it may be disclosed to other government departments, agencies, local authorities, the police, foreign governments and other bodies for immigration purposes or to enable them to perform their functions; and that, if such bodies provide the Home Office with any information about me which may be relevant for immigration purposes, it may be used in reaching a decision on my application.

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

I understand that documents provided in support of this application will be checked for authenticity; and that false documents will be retained and may result in my application being refused and in my prosecution and subsequent removal from the United Kingdom.

I understand that the Home Office may also use the information provided by me for training purposes.

I am aware that it is an offence under the Immigration Act 1971, as amended by the Immigration and Asylum Act 1999 and the Nationality, Immigration and Asylum Act 2002, to make to a person acting in execution of any of those Acts a statement or representation which I know to be false or do not believe to be true, or to obtain or to seek to obtain leave to remain in the United Kingdom by means which include deception.

I understand that if I am informing the Home Office that I have changed my gender, these details may in certain circumstances be shared with other Home Office colleagues. I consent to this, where necessary and understand that this information will only be shared in limited circumstances relating to identity and security in line with Section 22 of the Gender Recognition Act. I am aware they will otherwise be treated in confidence and that my rights under the Equality Act 2010, Data Protection Act 2018 and Article 8 of the European Convention on Human Rights will be unaffected

Signature

Date

Photographs and documents checklist

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

A. Listed items	How many?
Photographs of yourself	
Photographs of any dependants applying	
Passports	
National identity cards	
Travel documents	
Biometric Residence Permits	
Police registration certificates	
Letter/documents from your employer	
Birth certificate/s	
Bank statements	
Building society savings books	
Pay slips	
Documents confirming private medical treatment	

A. Listed items	How many?
English language certificate	
Certificate of degree/PhD	
Documents to show exemption from English language requirement	
Court document showing access rights to a child	

B. Other documents	How many?

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

Final Checks

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

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

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

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

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

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

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

Have you provided your valid passport(s), national identity card(s) or travel document(s) and all other relevant documents specified in sections 8 and 9 and are they originals? ☐

If you are unable to send us any of the documents specified in section 9 which are relevant to your application, or if you are unable to provide originals, have you given an explanation and said when you will be able to send them? ☐

Have you, or a parent or guardian if you are under 18, signed and dated the declaration in section 10? ☐

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

Home Office

Leave to Remain - FLR(IR)

PO Box 495

Durham

DH1 9LL

If you apply by post as a:

- Relevant Civilian Employee
- Member of an Armed Forces who is subject to immigration control (course F)
- A dependant of a member of an armed force (not HM Forces who should complete FLR(AF))
- Locally engaged staff of a Diplomatic Mission

You must send your application to the following address:

Leave to Remain FLR (IR)

PO Box 643

Durham

DH1 9LL