



## Application for a Derivative Residence Card

To be used by persons residing in the UK who are claiming a derivative right to reside in one of the following categories:

- Primary carer of a British citizen
- Primary carer of an EEA national child who is exercising Treaty rights as a self-sufficient person
- Primary carer of a child of an EEA national where that child is in education in the United Kingdom
- Dependant of a Primary carer in the above categories.
- Child of an EEA national where that child is in education in the United Kingdom
- Please note that this form accommodates one applicant only. Other persons who are also claiming a derivative right to reside must apply separately by completing this form themselves.
- It is not mandatory to complete this application form. However it will assist in dealing with your application more efficiently if this form is used. Please read the guidance notes at the front of this form before making your application.
- 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.
- **Please note there is a fee of £55 for each person applying for a derivative residence card. You must pay this fee even if you choose not to use this application form. For further information, see the payment guidance notes on pages 2-4.**
- Applications on this form must be made by post to the following address:

Home Office – Derivative Card Applications  
PO Box 639  
Durham  
DH1 9LB

For information on other EEA forms please see page 7 of this form.

This form is  
specified for  
applications  
made on or after  
1 October 2013

**PAYMENT GUIDANCE****The Fee**

There is a fee of £55 for this application.

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

Applications made on this form may not be made in person at the Public Enquiry Office of the Home Office.

**How you can pay**

You can pay by any of the following methods:

- Cheque/Bankers Draft
- Postal Order
- Credit card<sup>1</sup> - Mastercard, Visa (including Electron) or American Express (Amex)
- Debit card - Delta, Maestro\* (including Solo)

\* Maestro - We can accept only Maestro cards issued in the UK.

**Cheques and postal orders**

You must make the cheque or postal order payable to 'Home Office' and cross the cheque or postal order A/C Payee only. Please write the full name and date of birth of the applicant on the back of the cheque and/or each postal order and keep the postal order receipt(s). Please make sure that the date and the amount (words and figures) are correct and that the cheque is signed properly. Attach your cheque or postal order(s) to the front of the application form.

**1 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 is because either the maximum limit on a single transaction, or the number of transactions allowed in a given period of time, has been exceeded. To prevent this you must ensure that you 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.**

**Completing the payment details page**

To ensure that your payment is processed without any delay, please follow this guidance when completing Section 1 of this form (Payment Details).

**A1** Tick the fee appropriate to your application - see above guidance. If you do not select a fee then we cannot take a payment and your application will be rejected as invalid.

**A2-A3** If the address for correspondence is different from your home address in the UK, please give that address at **A2**. If a solicitor or other authorised immigration adviser is submitting the application, it should be their address at **A2** and their name at **A3**. These details will also be used to acknowledge receipt of the application.

**A4** Applicant's full name, as given in his or her passport or travel document.

**A5** Applicant's date of birth

**Method of payment**

**A6** Tick one of the boxes to show which method of payment you are using

**A7 - A9** If paying by cheque or bankers draft enter the bank account number, sort code and cheque number

**Paying by credit / debit card**

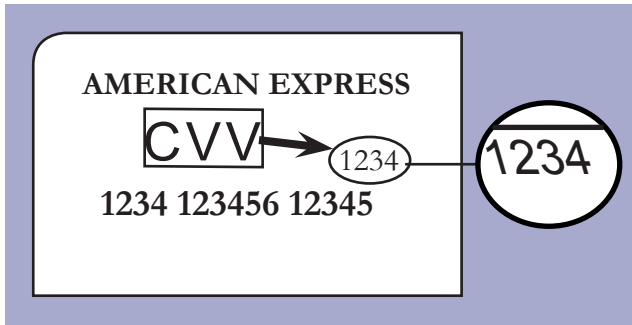
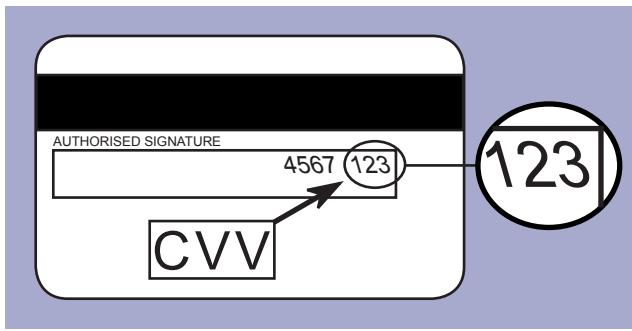
**A10** The name as displayed on the credit/debit card

**A11** Card number - this is the long number across the centre of the card

**A12-A14** Enter the details where available on the card

**A15** The Card Verification Value (CVV) is a 3-digit security code found on the back of the card on the signature strip - it consists of the last 3 digits. For Amex the security code consists of 4-digits and is found on the front of the card.

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



**A16-A17** Cardholder's signature - the person named on the credit/debit card must sign and date these sections.

### Consideration process

- If the payment submitted does not cover the full cost of your application, it will be an invalid application and the form, together with any documentation submitted, will be returned to you.
- 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.
- 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.



**FORM DRF1: GUIDANCE NOTES****1. WHO CAN APPLY ON THIS FORM**

Persons who are claiming a derivative right of residence in one of the following categories can apply for a derivative residence card using this form;

- the primary carer of an EEA national child who is exercising Treaty rights in the UK as a self-sufficient person;
- the primary carer of a British citizen;
- the primary carer of a child of an EEA national worker or former worker where that child is in education in the UK
- a dependant of a primary carer in one of the above categories.
- the child of an EEA national worker or former worker where that child is in education in the UK

This form can only be completed by one person at a time. Where any other persons also wish to apply for a derivative residence card, they must apply in their own right on a separate DRF1 form.

You must be in the UK to apply using this form.

**2. RELEVANT UK LEGISLATION**

The relevant legislation for applications on this form is the Immigration (European Economic Area) Regulations 2006 (as amended). You can find a copy of these Regulations on our website at [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk) and also obtain a copy from HMSO.

**3. WHEN TO APPLY**

You may apply at any time during your stay in the UK.

**4. ENSURING YOUR APPLICATION IS COMPLETE**

Your application could be delayed if it is incomplete. To avoid that, please ensure that you do the following:

- apply on the current version of form DRF1

- provide photographs of yourself in the format specified in the separate UKBA guidance
- provide all relevant documents specified in the form
- complete every section of the form as required.

We reserve the right to decide your application on the basis of the information and documents provided. It is important, therefore, to provide an explanation if you cannot give us all relevant information or documents when making your application.

Depending on the facts of each case and where appropriate, UKBA may make an unannounced home visit. Equally, the Agency may prosecute the appropriate party if evidence of deception is discovered related to this application

**5. COMPLETING THE FORM**

Please use a black pen to complete the form, and write names, addresses and similar details in capital letters.

In the applicant's details and other sections where you give personal details and addresses, leave an empty box between each name and each part of the address.

Please note that we always use the personal details in an applicant's passport or identity card for official purposes, including any derivative residence card if the application is successful.

Take care to complete all sections as required. You must enclose a letter of explanation if you are unable to complete any part of the form because you do not have the required information.

**6. PHOTOGRAPHS**

You must provide the following photographs:

- Two identical passport-size photographs of yourself with your full name written on the back of each one.

- The photographs you provide must be in the format specified in the separate photograph guidance.
- Please ensure that you place the photographs in a small sealed envelope attached to section 1 of the form as instructed there – and without any staples, clips, pins or anything else which could mark the photographs.
- The photograph provided will be reproduced in your derivative residence card if the application is successful.

## 7. DOCUMENTS

Identity and travel documents provided with the application must be originals and copies will not be accepted.

Copies of other types of document of any kind are not acceptable unless there are valid reasons for not being able to provide the original document. In such circumstances, we may accept a copy certified by the body or authority which issue the original (for example, a copy of a savings book certified by the building society or bank) or by a notary.

The reason for not being able to provide the original document must be explained in a covering letter. We are unlikely to be able to grant your application without the original document where there is no valid reason.

Any documents which are not in English must be accompanied by a reliable English translation.

Make sure passports are signed.

## 8. APPLYING BY POST – THE ADDRESS

The address to which you must post an application on form DRF1 is:

**Home Office - European Applications  
DRF1**

**PO Box 639**

**Durham**

**DH1 9LB**

Posting to any other address will delay your application.

Please also use this address for any other correspondence about your application.

If you used Recorded or Special Delivery, this will help us to record the receipt of your application. Please make sure that you keep the Recorded or Special Delivery number.

**PLEASE NOTE:** If you require your valuable documents to be returned to you by secure post you should enclose a pre-paid self-addressed Royal Mail Special Delivery or Recorded Signed For Delivery envelope with your application. The pre-paid self-addressed envelope should be sufficient to accommodate the size and weight of your documents and be insured to the appropriate level for the value of your documents. If this is not enclosed your documents will be returned to you using Royal Mail 2nd class post. Please consult Royal Mail's website at [www.royalmail.com](http://www.royalmail.com) for further information.

## 9. DECISION TIMES

For information on the current processing times for applications for derivative residence cards on form DRF1, see the 'Applying under European law' page on our website.

## 10. CONTACTING US AFTER YOU HAVE APPLIED

If you need to contact us after you have applied, please do so as instructed below.

To send us more information about your application, write to the address in part 8 and give the following details in your letter:

- the applicant's full name, date of birth and nationality
- Any Recorded or Special Delivery number
- The date on which the application was posted or made in person
- The Home Office reference number if you

- We generally advise you that you should not make any travel plans until we have returned your passport. If you need your passport because you have to travel urgently and unexpectedly, use the return of documents request form at: [www.ukba.homeoffice.gov.uk/aboutus/contact/return-of-documents/](http://www.ukba.homeoffice.gov.uk/aboutus/contact/return-of-documents/).

#### 11. OBTAINING ANOTHER FORM

You can obtain all the EEA application forms via the UKBA website [www.ukba.homeoffice.gov.uk](http://www.ukba.homeoffice.gov.uk)

#### 12. OTHER EEA FORMS

The other EEA forms are:

EEA1 for registration certificate applications by EEA nationals and their EEA national family members.

EEA2 for residence card applications by non-EEA national family members of EEA nationals

EEA3 for permanent residence applications by EEA nationals and their EEA national family members

EEA4 for permanent residence applications by non-EEA national family members of EEA nationals.

#### 13. CHOOSING AN IMMIGRATION ADVISER

If you use the services of an immigration adviser, take care when choosing one. The Office of the Immigration Services Commissioner (OISC) regulates immigration advisers.

Their website at [www.oisc.gov.uk](http://www.oisc.gov.uk) contains a list of authorised advisers. It also has links to websites for solicitors, barristers and legal executives.

If you have a complaint about an immigration adviser or need other information, the OISC contact details are:

Office of the Immigration Services  
Commissioner

**5th Floor**

#### **Counting House**

**53 Tooley Street**

**London**

**SE1 2QN**

Telephone: 0845 000 0046

Alternatively the Solicitors Regulation Authority, which regulates solicitors in England and Wales, can help you find a solicitor if you contact them on 0870 606 2555 or visit their website at [www.sra.org.uk](http://www.sra.org.uk).

The address and telephone number for any complaints about a solicitor are:

#### **Legal Complaints Service**

**Victoria Court**

**8 Dormier Place**

**Leamington Spa**

**Warwickshire**

**CV32 5AE**

Telephone: 0845 608 6565

#### 14. COMPLAINTS ABOUT OUR SERVICE

If you wish to make a complaint about our service, please refer to the complaints page on our website for detailed information about how to do so.

#### 15. DATA PROTECTION NOTICE

We will treat all information provided by you in confidence but may disclose it to other government departments, agencies, local authorities, the police, foreign governments and other bodies for immigration purposes or to enable them to carry out their functions.

We may also use the information provided by you for training purposes.

**SECTION 1 – APPLICANT’S DETAILS**

**1.1 Please tick one of the boxes below to indicate which category of derivative residence card you are applying for.**

- A. Primary carer of an EEA national child who is exercising Treaty rights as a self-sufficient person.
- B. Primary carer of a British citizen.
- C. Child of an EEA national where that child is in education in the UK
- D. Primary carer of a child in category C
- E. Dependant of a primary carer in category A, B or D above.

**1.2 Your title – please tick**

Mr  Mrs  Miss  Ms  Other

**1.3 If other, what is your title?**

**1.4 Your gender – please tick**

Male  Female

**Photographs**

You must provide two identical photographs of yourself with your full name on the back of each one. Please place the photographs in a small sealed envelope, together with those of any family members included in section 2, and attach it across this space with a staple or paper clip at the right-hand side of the page/envelope.

Please make sure that the staple or paper clip does not damage or mark the photographs. All photographs must be as specified in the separate photograph guidance.



**1.5 Your date of birth**

D	D	M	M	Y	Y	Y	Y
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**1.6 Your full name as in your passport or ID card**


**1.7 Surname or family name as in your passport or ID card**

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**1.8 Any other name(s) by which you have been known**


**1.9 Nationality**

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**1.10 Place of birth – town or city and country**

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**1.11 Passport or travel document number**

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**1.12 Home Office reference (if applicable)**

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**1.13 Your UK address – please inform us if this changes**

House number or name: 

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Street name: 

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Town/city: 

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County: 

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Postcode: 

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**1.14 Your daytime telephone number**

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**1.15 Your mobile telephone number**

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**1.16 Your email address if you have one**


**1.17 Name and address in the UK for all correspondence about your application if different from 1.13**

House number or name: 

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Street name: 

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Town/city: 

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County: 

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Postcode: 

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**1.18 If you completed 1.17 and the address is that of your immigration adviser, please state their Office of the Immigration Services Commissioner (OISC) number.**

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Please go to the relevant section for the category you ticked in question 1.1 above:

- A - Section 2
- B - Section 3
- C - Section 4
- D - Section 5
- E - Section 6

**SECTION 2 – PRIMARY CARER OF AN EEA NATIONAL CHILD WHO IS EXERCISING TREATY RIGHTS AS A SELF-SUFFICIENT PERSON**

You must complete this form if you are applying for a derivative residence card on the basis that you are the primary carer of an EEA national child who is exercising Treaty rights as a self-sufficient person. You must also complete sections 8 to 11.

Please give details of the EEA national child of whom you are the primary carer.

**2.1 Their full name as in their passport**


**2.2 Any other name(s) by which they are or have been known**


**2.3 Nationality**

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**2.4 Do they also hold British citizenship?** Yes  No

**2.5 Their date of birth**

D	D	M	M	Y	Y	Y	Y
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**2.6 Their gender – please tick** Male  Female

**2.7 Their passport, ID card or registration certificate number**

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**2.8 Their UK address – please inform us if this changes**

House number or name: 

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Street name: 

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Town/city: 

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County: 

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Postcode: 

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**2.9 Evidence of their relationship to you – birth certificate/adoption certificate**

**2.10 Does the EEA national child have sufficient resources to maintain themselves and their primary carer(s) in the UK?**

Yes  No

If you have answered yes to question 2.10, you must provide evidence of the resources available to the EEA national child. Please see section 10 for further guidance on evidence of sufficient funds.

**2.11 Does the EEA national child hold Comprehensive Sickness Insurance for themselves and their primary carer(s)?**

Yes  No

**2.12 Are you the only primary carer for the EEA national child named in question 2.1 above?**

Yes  No

If you have answered no to question 2.12, you must also complete section 7. If you have answered yes to question 2.12 above, please now go to section 8.

**SECTION 3 – PRIMARY CARER OF A BRITISH CITIZEN**

You must complete this section if you are applying for a derivative residence card on the basis that you are the primary carer of a British citizen. You must also complete sections 8 to 11.

Please give details of the British citizen of whom you are the primary carer.

**3.1 Their title – please tick**

Mr  Mrs  Miss  Ms  Other

**3.2 If other, what is their title?**

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**3.3 Their full name as in their passport**


**3.4 Surname or family name as in their passport**


**3.5 Any other name(s) by which they are or have been known**


**3.6 Their date of birth**

D	D	M	M	Y	Y	Y	Y
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**3.7 Their gender – please tick**                      **Male**                       **Female**

**3.8 Do they hold British citizenship?**    **Yes**                       **No**

**3.9 Their passport number**

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If the British citizen does not have a passport, you must submit other evidence of British citizenship. Please see section 10 for further guidance on acceptable forms of evidence.

3.10 Their UK address – please inform us if this changes

House number or name: 

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Street name: 

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Town/city: 

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County: 

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Postcode: 

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3.11 Your relationship to the British citizen

3.12 Evidence of relationship – for example, birth certificate/adoption certificate

3.13 Evidence of dependency – for example, how the child or adult is wholly reliant on the primary carer(s) for their care.

3.14 Are you the only primary carer for the British citizen named in question 3.3 above?

Yes  No

3.15 Is there another person in the UK who could or does assume caring responsibility for the British citizen?

Yes – give details below  No

## APPLICATION FOR A DERIVATIVE RESIDENCE CARD - FORM DRF1

Please provide details of other person who could or does assume responsibility for the British citizen in the UK, including their name, address, date of birth, nationality, immigration status (if applicable) and what their relationship to the British citizen is.

If you have answered no to question 3.14, you must also complete section 7 of this form. If you have answered yes to question 3.14, please go to section 8.

### SECTION 4 – CHILD OF AN EEA NATIONAL WHERE THE CHILD IS IN EDUCATION IN THE UNITED KINGDOM

You must complete this section if you are applying for a derivative residence card on the basis that you are the child of an EEA national who was a worker in the UK at a time when you were resident in the UK, and you are currently in education in the UK. You must also complete sections 8-11.

Please give details of the EEA national parent from whom you are claiming to derive a right of residence.

**4.1 Their title – please tick**

Mr  Mrs  Miss  Ms  Other

**4.2 If other, what is their title?**

**4.3 Their full name as in their passport**


**4.4 Any other name(s) by which they are or have been known**


**4.5 Their date of birth**

D	D
---	---

M	M
---	---

Y	Y	Y	Y
---	---	---	---

**4.6 Their gender – please tick**            **Male**                **Female**   

**4.7 Do they hold British citizenship?**    **Yes**                **No**   

**4.8 Their passport, ID card or registration certificate number**

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**4.9 Their UK address**

House number or name:																				
Street name:																				
Town/city:																				
County:																				
Postcode:																				

**4.10 Evidence of relationship to you – for example, birth certificate/adoption certificate**

**4.11 Did your EEA national parent exercise Treaty rights as a worker in the UK at a time when you were also residing in the UK?**

Yes  No

**4.12 Please give details of the time(s) when your EEA national parent was exercising Treaty rights in the UK as a worker. Continue on a separate sheet if necessary and enclose it with this form. You must also provide evidence of the exercise of Treaty rights by the EEA national parent. Please see section 10 for further guidance on evidence of exercising Treaty rights.**

Name and address of employer	From	To

**4.13 Please give the date your EEA national parent first arrived in the UK**

D	D	M	M	Y	Y	Y	Y
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**4.14 Please give the date below of your first arrival in the UK (please select "N/A" if you were born in the UK)**

D	D	M	M	Y	Y	Y	Y	or	<input type="checkbox"/>	N/A
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**4.15 Please complete the table below for yourself and your EEA national parent during the period from each person's first arrival to the UK. Continue on a separate sheet if necessary and enclose it with this form.**

Name of person(s) absent from the UK	Country or countries visited	Date of departure from the UK	Date of return to the UK

**4.16** Please give details of the dates and places of your education in the UK, including the establishment you are currently attending (if applicable). Please do not include details of nursery education.

Name of educational establishment (e.g school, college)	Date attended from:	Date attended to:

Please provide evidence of attendance at the establishments you have listed above, for example letters from the school on letter-headed paper, school reports.

**4.17** Are you currently in education?

Yes

No

Please now go to section 8.

**SECTION 5 – PRIMARY CARER OF A CHILD OF AN EEA NATIONAL WHERE THAT CHILD IS IN EDUCATION IN THE UK**

You must complete this section if you are applying as the primary carer of a child of an EEA national who is in education in the UK and who has a right of residence in the UK to allow them to complete that education. You must also complete sections 8 to 11.

Please give details of the relevant child of whom you are the primary carer.

**5.1 Their title – please tick**

Mr  Mrs  Miss  Ms  Other

**5.2 If other, what is their title?**

**5.3 Their full name as in their passport**


**5.4 Any other name(s) by which they are or have been known**


**5.5 Nationality**

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**5.6 Do they also hold British citizenship?**

Yes  No

**5.7 Their date of birth**

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

**5.8 Their gender – please tick**      Male       Female

**5.9 Their passport, ID card or registration certificate number**

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**5.10 Their UK address – please inform us if this changes**

House number or name:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Street name:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Town/city:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
County:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Postcode:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

**5.11 Evidence of their relationship to the EEA national parent – birth certificate/adoption certificate**

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**5.12 Evidence of their relationship to you – birth certificate/adoption certificate**

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Please give details of the EEA national parent that the relevant child claims to derive a right of residence:

**5.13 Their title – please tick**

Mr  Mrs  Miss  Ms  Other

**5.14 If other, what is their title?**

------

**5.15 Their full name as in their passport**

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

**5.16 Any other name(s) by which they are or have been known**


**5.17 Their date of birth**

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

**5.18 Their gender – please tick**      **Male**            **Female**     

**5.19 Their nationality**

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**5.20 Do they also hold British citizenship?**

Yes            No     

**5.21 Their passport, ID card or registration certificate number**

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**5.22 Their UK address**

House number or name: 

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Street name: 

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Town/city: 

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County: 

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Postcode: 

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**5.23 Did the relevant child’s EEA national parent exercise Treaty rights as a worker in the UK at a time when the child was also residing in the UK?**

Yes            No

**5.24 Please give details the time(s) when the relevant child's EEA national parent was exercising Treaty rights in the UK as a worker.**

Name and address of employer	From	To

**5.25 Please give the date of place of the EEA national's first arrival in the UK.**

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

**5.26 Please give the date below of the relevant child's first arrival in the UK**

D	D	M	M	Y	Y	Y	Y	or	<input type="checkbox"/>	N/A - Child was born in the UK
---	---	---	---	---	---	---	---	----	--------------------------	--------------------------------

**5.27 Please complete the table below for the EEA national and the relevant child during the period from each person's first arrival to the UK. Continue on a separate sheet if necessary and enclose it with this form.**

Name of person(s) absent from the UK	Country or countries visited	Date of departure from the UK	Date of return to the UK

**5.28** Please give details of the dates and places of education in the UK for the relevant child, including the establishment they are currently attending (if applicable). Please do not include details of nursery education.

Name of educational establishment (e.g school, college)	Date attended from:	Date attended to:

Please provide evidence of attendance at the establishments you have listed above, for example letters from the school on letter-headed paper, school reports.

**5.29** Is the relevant child currently in education?

Yes  No

**5.30** Are you the only primary carer for the relevant child named in question 5.3 above?

Yes  No

**5.31** Is there another person in the UK who could or does assume caring responsibility for the relevant child?

Yes - please give details below  No



## APPLICATION FOR A DERIVATIVE RESIDENCE CARD - FORM DRF1

Please provide details of other person who could or does assume responsibility for the British citizen in the UK, including their name, address, date of birth, nationality, immigration status (if applicable) and what their relationship to the British citizen is.

If you have answered yes to question 5.30 above, please now go to section 8. If you have answered no to question 5.30, please complete section 7.

**Note 1** – please be advised that if the relevant child wishes to be issued with a derivative residence card they will need to apply on a separate DRF1 form in order for their request to be issued with a derivative residence card to be considered.

**SECTION 6 – DEPENDANTS OF PRIMARY CARERS**

You must complete this section if you are applying for a derivative residence card on the basis that you are the dependant of a person who has a derivative right of residence as a primary carer. You must also complete sections 8-11.

**6.1 Please tick one of the boxes below to indicate the basis on which your primary carer derives a right of residence in the UK;**

- A - Primary carer of an EEA national child who is exercising Treaty rights in the UK as a self-sufficient person
- B - Primary carer of a British citizen
- C - Primary carer of a child of an EEA national where that child is in education in the UK

**Note 2** - The person from whom your primary carer derives a right of residence is referred to as “the relevant child” or “the relevant person” for the purposes of this form.

Please give details of the person who is your primary carer:

**6.2 Their title – please tick**

Mr  Mrs  Miss  Ms  Other

**6.3 If other, what is their title?**

--

**6.4 Their full name as in their passport**


**6.5 Any other name(s) by which they are or have been known**


**6.6 Nationality**

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If you have answered yes to question 6.24, you must provide evidence of the resources available to the relevant EEA national child. Please see section 10 for further guidance on evidence of sufficient funds.

**6.25 Does the relevant EEA national child hold Comprehensive Sickness Insurance for themselves and their primary carer(s)?**

Yes  No

Please now go to Section 8.

**6.26 Is there another person in the UK who could assume caring responsibility for the British citizen, for example a parent?**

Yes – give details below  No

Please provide details of other person who could assume responsibility for the British citizen in the UK, including their name, address, date of birth, nationality, immigration status (if applicable), relationship to the British citizen.

Please now go to Section 8

Please give details of the EEA national parent from whom the relevant child claims to derive a right of residence:

**6.27 Their title – please tick**

Mr  Mrs  Miss  Ms  Other

**6.28 If other, what is their title?**

**6.29 Their full name as in their passport**


**6.30 Any other name(s) by which they are or have been known**


**6.31 Their date of birth**

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

**6.32 Their gender – please tick** Male  Female

**6.33 Their nationality**

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**6.34 Do they also hold British citizenship?**

Yes  No

**6.35 Their passport, ID card or registration certificate number**

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**6.36 Their current address**

House number or name: 

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Street name: 

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Town/city: 

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County: 

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Postcode: 

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**6.37 Did the relevant child’s EEA national parent exercise Treaty rights as a worker in the UK at a time when the relevant child was also residing in the UK?**

Yes  No

**6.38** Please give details the time(s) when the relevant child's EEA national parent was exercising Treaty rights in the UK as a worker.

Name and address of employer	From	To

**6.39** Please give the date of place of the EEA national's first arrival in the UK

**6.40** Please give the date below of the relevant child's first arrival in the UK

  
     
       
 or   
  N/A – Child was born in the UK

**6.41** Please complete the table below for the EEA national and the relevant person during the period from each person's first arrival to the UK. Continue on a separate sheet if necessary and enclose it with this form.

Name of person(s) absent from the UK	Country or countries visited	Date of departure from the UK	Date of return to the UK

**6.42** Please give details of the dates and places of education in the UK for the relevant child, including the establishment they are currently attending (if applicable). Please do not include details of nursery education.

Name of educational establishment (e.g school, college)	Date attended from:	Date attended to:

Please provide evidence of attendance at the establishments you have listed above, for example letters from the school on letter-headed paper, school reports.

**6.43** Is the relevant child currently in education?

Yes

No

Please now go to section 8



**SECTION 7 – JOINT PRIMARY CARERS**

If you are applying on the basis that you are the primary carer of;

- a self-sufficient EEA national child,
- the child of an EEA national who is in education in the UK, or
- a British citizen

and you have indicated in question 2.12, 3.14 or 5.20 that you share care responsibility for the relevant child within another primary carer, you must complete this section.

**7.1 Other primary carer’s title – please tick**

Mr  Mrs  Miss  Ms  Other

**7.2 If other, what is their title?**

--

**7.3 Other primary carer’s gender – please tick**

Male

Female

**7.4 Other primary carer’s date of birth**

D	D	M	M	Y	Y	Y	Y
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**7.5 Other primary carer’s name as in their passport or ID card**


**7.6 Surname or family name as in their passport or ID card**

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**7.7 Any other name(s) by which they have been known**


**7.8 Their nationality**

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**7.9 Their place of birth – town or city and country**


**7.10 Their passport or travel document number**

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**7.11 Their Home Office reference (if applicable)**

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**7.12 Their UK address – please inform us if this changes**

House number or name: 

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Street name: 

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Town/city: 

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

County: 

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Postcode: 

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

**7.13 Their relationship to the relevant child**

--

**7.14 Their relationship to you**

--

**7.15 Are they also applying for a derivative residence card?**

Yes  No

**7.16 Do they have a right to reside on any other basis under the Immigration (European Economic Area) Regulations 2006 or leave to remain under the Immigration Rules?**

Yes – please give details below

No

Not applicable - other primary carer is a British citizen or is settled in the UK

**Note 3** – If you have answered “yes” to question 7.15 above, please be aware that the person with whom you are sharing care responsibility will need to apply on a separate DRF1 form in order for their request to be issued with a derivative residence card to be considered.

Please now go to section 8.

## SECTION 8 – PERSONAL HISTORY

You must provide details as requested below of any criminal convictions you may have both in the UK and overseas. Please note that it is an offence under Section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which you know to be false or do not believe to be true. Information given will be checked with other agencies.

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

Yes  - go to question 8.2                      No  - go to question 8.3

8.2. Please give details below for each criminal conviction, starting with the most recent one. If you or any dependants who are applying with you have received more than two convictions, please photocopy this page and enclose it with this form.

**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.**

#### Criminal conviction 1

Country where convicted


Nature of the offence

Sentence given

Date sentenced

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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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)?

<input type="text"/>	<input type="text"/>	<input type="text"/>
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**months**

**Criminal conviction 2**

Country where convicted


Nature of the offence

Sentence given

Date sentenced

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

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)?

			<b>months</b>
--	--	--	---------------

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

Yes  - go to 8.4

No  - go to 8.5

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

**If you or any dependants who are applying with you have received more than two civil judgments and/or civil penalties under the UK Immigration Acts, please photocopy this page and enclose it with this form.**

Details of judgment or civil penalty 1

Date of judgment or civil penalty

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

**Country where judgment made**

Details of judgment or civil penalty 2

Date of judgment or civil penalty

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

**Country where judgment made**

**APPLICATION FOR A DERIVATIVE RESIDENCE CARD - FORM DRF1**

You must answer question 8.5 to 8.10 below even if you have answered no to question 8.1. For help answering these questions, please see the definitions on the next page.

**8.5 Have you or any family members who are applying with you ever been charged in any country with a criminal offence for which you have not yet been tried in court?**

Yes  No

**8.6 In times of either peace or war have you or any family members who are applying with you been involved, or suspected of involvement, in war crimes, crimes against humanity or genocide?**

Yes  No

**8.7 Have you or any family members who are applying with you ever been involved in, supported or encouraged terrorist activities in any country?**

Yes  No

**8.8 Have you or any family members who are applying with you ever been a member of, or given support to, an organisation which has been involved in terrorism?**

Yes  No

**8.9 Have you or any family members 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

**8.10 Have you or any family members who are applying with you ever engaged in any other activities which might indicate that you may not be considered to be a person of good character?**

Yes  No

If you have answered yes to question 8.5 to 8.10 above, you should give further details in the space provided below. If you need more space, continue on a separate sheet and enclose it with this form.

8.11. How long have you lived in the UK?  Years  Months

Please provide details of any periods of absence of more than 6 months during that time.

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

8.12. Please state what ties you have with;

- The country where you were born
- any other country whose nationality you hold
- any country where you have lived for more than 5 years

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

Country	Social, cultural or family ties

8.13. If you have answered yes to question 8.5, 8.6, 8.7, 8.8, 8.9 or 8.10, you must give further details in the space provided below. If you need more space, continue on a separate sheet and enclose it with this form.

## DEFINITIONS

For the purposes of answering questions 8.5 to 8.10 the following information provides guidance on actions which may constitute war crimes, crimes against humanity, genocide or terrorist activities.

This guidance is not exhaustive. The full definitions of war crimes, crimes against humanity and genocide can be found in Schedule 8 of the International Criminal Court Act 2001 at [www.opsi.gov.uk/acts/acts2001/ukpga\\_20010017\\_en\\_1](http://www.opsi.gov.uk/acts/acts2001/ukpga_20010017_en_1) or purchased from The Stationary 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 family members 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 damages to property, or 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 9 – PHOTOGRAPHS

You must provide the relevant photographs specified below. They must be in the format specified in the separate UKBA photograph 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 box below 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 colour passport-size photographs of yourself with your name written on the back of each one. Please see the guidance notes for information on what types of photograph are acceptable.

## SECTION 10 – DOCUMENTS

For your application to be complete, 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 box(es) to show the documents you are providing.

Identity and travel documents must be originals and we are unable to accept copies of these documents.

Other documents should usually be originals and copies of any kind are not acceptable unless there are valid reasons for not being able to provide the original document. In such circumstances, we may accept a copy certified by the body or authority which issued the original (for example, a copy of a savings book certified by the building society or bank) or by a notary. Please see section 7 of the guidance notes for this form for further guidance on copy documents.

Any documents which are not in English must be accompanied by a reliable English translation.

If you are applying for a derivative residence card on the basis that you are;

- the primary carer of an EEA national child who is exercising Treaty rights as a self-sufficient person,
- a child of an EEA national worker or former worker where the child is in education in the UK, or
- the primary carer of a child of an EEA national worker or former worker where the child is in education in the UK;

you must provide the relevant evidence requested below of how the EEA national is/was exercising Treaty rights.

You must also submit all other relevant evidence as requested in this section.

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

**Your current passport or valid EEA ID card and that of the family member from whom you are claiming to derive a right of residence from.** If you last entered the UK on a previous passport or ID card, please also provide this document if you have it. **If you are applying on the basis that you are a joint primary carer:** the valid passport or EEA ID card for the person with whom you share care responsibility with.

**If sections 2, 3 or 5 have been completed:** evidence of relationship to the person of whom you are the primary carer such as a birth certificate or adoption certificate.

**If section 2 has been completed:** evidence that the EEA national child for whom you are the primary carer is exercising Treaty rights as a self sufficient person. This means evidence to demonstrate that the child is economically self-sufficient, for example bank statements. If these funds come from a family member, evidence of their employment or funds should be supplied. Evidence that the child holds comprehensive sickness insurance in the UK for themselves and any primary carer(s).

- If section 3 has been completed:** evidence that the person for whom you are the primary carer is a British citizen, such as a valid British passport, registration document, nationality status letter, naturalisation certificate or a certificate of entitlement to the right of abode in the UK. Evidence that the British citizen is dependent on you, such as court orders, care responsibilities, medical evidence.
- If section 4 or 5 has been completed:** Evidence that the EEA national parent exercised Treaty rights in the UK as a worker. This can include contracts of employment, letter(s) from the EEA national's former employer(s) confirming their employment, wage slips featuring a full National Insurance Number. Evidence that the EEA national was residing in the UK at a time when the relevant child was in education in the UK. Evidence of attendance at an educational establishment in the UK for the relevant child, including evidence that they are currently in education in the UK. Evidence that the child was in the UK whilst the EEA national was a worker.
- If section 6 has been completed as the dependant of the primary carer of a self-sufficient EEA national child:** Evidence of your relationship to your primary carer such as a birth certificate or adoption certificate. Evidence of the relationship of your primary carer to the relevant EEA national child. Evidence as relevant for Section 2 as listed above.
- If section 6 has been completed as the dependant of the primary carer of a British citizen:** Evidence of your relationship to your primary carer such as birth certificate or adoption certificate. Evidence of the relationship of your primary carer to the relevant British citizen. Evidence of British nationality of the relevant child. Evidence of dependency of the British citizen on your primary carer, for example court orders, care responsibilities.
- If section 6 has been completed as the dependant of the primary carer of a child of an EEA national worker or former worker where the relevant child is in education in the UK:** Evidence of your relationship to your primary carer, for example birth certificate or adoption certificate. Evidence of the relationship of your primary carer to the relevant child. Evidence that the EEA national parent exercised Treaty rights in the UK as a worker. This can include contracts of employment, letter(s) from the EEA national's former employer(s) confirming their employment, wage slips featuring a full National Insurance Number. Evidence that the EEA national was residing in the UK at a time when the relevant child was in education in the UK. Evidence that the child was in the UK whilst the EEA was a worker. Evidence of attendance at an educational establishment in the UK for the relevant child, including evidence that they are currently in education in the UK.

**As evidence of comprehensive sickness insurance (this requirement only applies to persons applying as the primary carer of a self-sufficient EEA national child, or the dependant of such a primary carer).**

- You must provide either a private comprehensive sickness insurance policy document that covers for medical treatment in the majority of circumstances, or a European Health Insurance Card (EHIC) which was issued by an EEA member state other than the UK. The EHIC is only valid when your stay in the UK is on a temporary basis. Therefore if you do provide an EHIC as proof of comprehensive sickness insurance you should also provide a covering letter stating whether it is your intention to stay in the UK on a temporary or permanent basis and your reasons for this. This must be signed and dated by you, or by your parent or guardian if you are under 18.

**As evidence of residence in the UK by yourself and any person(s) from whom you are claiming to derive a right of residence in the UK.**

- Proof of residence: this can include tenancy agreements, utility bills and bank statements. For children this could include letters from their school.

**SECTION 11 – DECLARATION**

Please read the declaration below and sign it. It should 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 should sign it.

I hereby apply for a derivative residence card for myself. 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 me, and that I have had the opportunity to see the Home Office photograph guidance.

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

I understand that all information provided by me to the Home Office will be treated in confidence but 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 UK.

I understand that the Home office may also used the information provided by me for training purposes.

I am aware that it is an offence to make a statement or representation which I know to be false or do not believe to be true, or to obtain, or seek to obtain a residence card by means which include deception.

Signed

Date