

Category of application:-

Passport Number:-

Passport Photograph

Color Coding:-

Duration:-

This checklist is to help you identify which documents you are should submit with your application. It is not a list of documents which you must provide but rather an indication of the types of documents that are commonly submitted. Further guidance is available at www.gov.uk/ukvi - Please complete and bring this document to your appointment.

SUPPORTING DOCUMENTS SUBMITTED		Original	Copy
1.	Valid passport or travel document		
2.	Number of passports submitted		
3.	One recent photograph as per UKVI guidelines		
4.	Evidence of your permission to be in the country where you are applying, if you are not a national of that country		
PURPOSE OF APPLICATION (INCLUDING ANY RELATED ARRANGEMENTS)			
5.	Evidence of arrangements made for your stay in the UK. Such as: tour details letter of Invitation from a business or family contact/COS or CAS/		
EVIDENCE OF CURRENT EMPLOYMENT (OR STUDIES)			
6.	Evidence of the employment and all income stated on application form. Such as: letter from employer / pay slips / tax returns / business registration documents / business bank account statements /		
7.	Evidence of being in education (where applicable):		
8.	Evidence of qualifications obtained		
FINANCES			
9.	Evidence of the monthly income stated on application form. Such as: Bank statements / bank books / bank letter / balance certificate / tax returns / crop receipts /		
10.	Evidence of ability to meet costs of trip, as stated on application form. Such as: bank statements of the person paying for the trip.		
ACCOMMODATION			
11.	Evidence of assets like property or land. Such as: Property deed / mortgage statements / tenancy agreements / accountant's letters / land registration documents		
12.	Evidence of UK accommodation if moving to the UK for more than six months or for visitors staying with family		
ADDITIONAL INFORMATION			
13.	Evidence of your marital status, such as: marriage certificate / civil partnership certificate / divorce certificate / death certificate		
14.	Evidence of family members remaining in your home country whilst you travel		
15.	TB certificate if moving to the UK for more than six months		

- ☐ I confirm that I have read the guidance and there are no other documents to submit. For documents which are not in English, I have provided a certified translation.
- ☐ I understand that a decision may be made on my application based on these documents only.
- ☐ If I have paid the fee for a long term visa, I am aware that the decision on the length of the visa granted will be made by the visa officer. If the long term visa is not granted then the difference or the fee will not be refunded.

Applicant's Name.....

Applicant's Signature.....

For Official Use Only

Date: _____ Submission Officer's Name: _____ Signature: _____