



## Understanding your Home Office documents

As part of the appeal process, the Home Office must send the Tribunal all the documents it has about your case. This is called the Home Office bundle.

The Home Office bundle has two parts:

- Cover letter
- Documents about your case

### Cover letter

The cover letter is the first page of your bundle and contains:

- your personal details and any Home Office or other reference numbers
- a record of the decision to refuse your claim
- your immigration history. For example, the date you arrived in the country, the date you made your claim and any other relevant dates
- a list of the documents that are in the bundle and their page numbers. Details of the documents that might be in your bundle are in the next section
- the date you decided to appeal

### Documents about your case

Your bundle will include some or all of the following documents. There may be more than one of each document type depending on your immigration history.

- **Visa Application Form:** If you made a Visa application, the application form and any evidence relevant to the decision to refuse your claim will be included in the bundle
- **Screening Interview:** If you have claimed asylum, the Screening Interview is the first interview that takes place. The bundle will include a written record of the interview
- **Asylum Interview Record:** If you have claimed asylum, the Asylum Interview (also known as the Asylum Substantive Interview) is when the Home Office asks you in detail about your reasons for claiming asylum. The bundle will include a written record of the interview

- **Documents submitted by appellant in support of claim:** This is any supporting evidence that you gave to the Home Office as part of your claim. This could be a witness statement, medical records or official documents such as a birth certificate.
- **Previous refusal:** If you made a previous claim that was refused, any documents related to this claim will be included in the bundle
- **Previous appeal:** If you made a previous appeal that was dismissed, any documents related to this appeal may be included in the bundle
- **Decision letter:** This is the letter that explains why the Home Office refused your claim. A decision letter is sent to you by post and you should have a copy