



**West London Immigration Services Ltd**  
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W: www.wlisuk.com

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Mr. rupak paudyal  
samparka marga  
koteswor  
kathmandu  
Nepal

07/08/2024

Dear Mr. paudyal,

Thank you for your call/message regarding your spouse's settlement visa application from overseas:

**General Documentation and Information Required**

In order for us to assess your eligibility and proceed with your instruction, we require the following where applicable.

**Identity Requirement**

1. Passport scan/copies in colour.
  - a. Applicant,
  - b. Sponsor.
2. Valid national ID or citizenship card with English Translation (if applicable)
  - a. Applicant
3. Sponsor's British citizenship detail if a citizen or proof of Indefinite Leave to Remain (ILR).
  - a. Certificate of Registration/Naturalisation.
  - b. ILR Vignette on passport or NTL/ILR BRP card front and back
4. Applicant's police clearance certificate or Disclosure and Barring Service (DBS) equivalent issued where they are resident.

**Financial Requirement**

1. Sponsor's employment letter on headed paper confirming, salary, start date, and position dated recently prior to the application.
2. Payslips for the last 6 months if in continuous employment or all payslips within the past 12 months if not in continuous employment with one employer.
3. Bank statement showing the last 6 months' payslips showing the payslips net amount paid into an account or bank statement within the past 12 months if not in continuous employment with one employer.
4. P60 of the sponsor for the financial year relied upon (if applicable)
5. Contract of employment (optional).

### **Application/Appendix II Requirement**

1. Signed sponsor undertaking form (to be sent completed in application).
2. Declaration signed by both the sponsor and an adult applicant (to be sent completed in application).

### **Accommodation Requirement**

1. Property tenancy/ownership document (tenancy agreement, HM land registry document).
2. Council tax bill.
3. Any utility bills in the name of the sponsor.
4. If the sponsor is living with parents or with relatives a letter from the property owner with ID in support of the application (we can assist you with a draft upon instruction and information).
5. Property inspection report where you propose to house the applicant (this is to ensure the overcrowding regulation is adhered to and migrant's welfare is considered).
6. Names, nationalities, dates of birth and passport numbers of everyone residing at the property.

### **Relationship Requirement**

1. Marriage certificate between the applicant and the sponsor.
2. Relationship verification certificate (if applicable)
3. Evidence of relationship
  - a. Photographs together (wedding and casual)
  - b. Communication screenshots
  - c. Remittance slips (if applicable)
  - d. Proof of living together for over 2 years (unmarried partners)
    - i. Proof of addresses
    - ii. Testimonies with corresponding IDs
4. If previously married (applicant/sponsor) please provide
  - a. Divorce Decree/ Tribunal Judgement
  - b. Death certificate

### **Secure English Test Requirement (SELT)**

1. A1 Level English language pass report from an applicant.
  - a. [IELTS SELT Consortium](#) - IELTS Life Skills - A1 Speaking & Listening
  - b. [LanguageCert](#) - International ESOL SELT A1 (Speaking & Listening - 60/100 required)
  - c. [Pearson Education Ltd](#) - PTE Home A1 - Pass Required

[Click here for UKV&I APPROVED SECURE ENGLISH LANGUAGE TEST](#)

### **TB Clearance**

1. UK Pre-departure TB clearance certificate provided from an [approved clinic](#) (some countries are exempt please ask the advisor for clarification).

### **Additional application-related information**

1. Applicant's father and mother's name, nationality and date of birth (if known).
2. A record of any and all travel details (applicant) outside of the country of residence in the past 10 years - please list both arrival and departure dates, country and purpose.
3. Any previous visa refusal to any country (applicant).
4. Dates of your relationship (specific to DD/MM/YYYY format)

- a. When did you first meet in person?
- b. When did you last see your husband/wife in person?
- c. How do you communicate with each other (name social media apps)?
- d. Dates when you lived together and where?

#### **For Dependent Children**

1. Children's birth certificates
2. Children's passport copies
3. School attendance letter (if attending school)

#### **Application made outside the country of nationality**

1. Colour copy of residence permit/visa e.g. Hong Kong ID for applicant and sponsor where a foreign national living in Hong Kong is applying from Hong Kong.

#### **Financial Requirement:**

To Sponsor	Salary Required (Annual)
Spouse or a child	£18,600
Spouse and <u>one</u> child	£22,400
Spouse and <u>two</u> children	£24,800
Spouse and <u>three</u> children	£27,200
Spouse and <u>four</u> children	£29,600

**NOTE: Financial requirement changed to £29,000 on the 11th April 2024 and there are no additional salary requirements for any dependent children.**

#### **Current Fees:**

[Visa application fee](#) - £1,846 per applicant. However, due to the application being charged in USD or the local currency of the country, it may vary depending on the exchange rate on the day. Note your bank may charge a NON-GBP fee too. (To be confirmed at the time of the application).

#### [Immigration Health Surcharge \(IHS\) Fee](#) -

1. Adult - £1035 per year i.e. £3,105 for a three-year visa. However, due to the application being charged in USD or the local currency of the country, it may vary depending on the exchange rate on the day. Note your bank may charge a NON-GBP fee too. (To be confirmed at the time of the application).
2. Child - £776 per year i.e. £2,328 for a three-year visa. However, due to the application being charged in USD or the local currency of the country, it may vary depending on the exchange rate on the day. Note your bank may charge a NON-GBP fee too. (To be confirmed at the time of the application)

[Note: Visa fees and IHS fees are automatically calculated by the \[www.gov.uk\]\(http://www.gov.uk\) application portal upon application and are charged in the local currency where the applicant is making the application from or in USD; hence the fee advised might vary depending on the exchange rate or increment/decrement by the Home Office.](#)

#### **Where to send your documents**

You may email or post all documents and information to the contact details provided below:

#### **By Post:**

WLIS, c/o Rupak Paudyal, 19 North Terrace, DURHAM, DH1 5EF, United Kingdom T: +44 (0) 191 386 2327 Mob: +447739864487.

**By Email:**

To Rupak Paudyal: E: [rupak@wlisuk.com](mailto:rupak@wlisuk.com) or to [applications@wlisuk.com](mailto:applications@wlisuk.com)

**Our Fees:**

Our fees for Entry Clearance as a Spouse/Partner visa application, representation and casework are **£850 per applicant**.

**Note: Our fees are non-refundable upon completion of instruction and we do not guarantee success on the visa outcome as the final decision lies with the Home Office.**

**Payment method/instructions:**

The payment method would be via bank transfer and West London Immigration Services (WLIS) does not accept cash payments or in person.

Payment instructions will be sent to you by the advisor, mentioned on client care and will also be available on the invoice of service upon agreement.

Kind regards,

*Rupak*

Rupak Paudyal

West London Immigration Services Ltd



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