

## Immigration Inspection application form

Please complete the form in block capitals using blue or black ink

**Do not complete this form until you are ready to submit your full immigration application as UK Visas and Immigration will not accept a letter regarding your accommodation if it is over 12 weeks old**

Name of Sponsor			
Contact telephone number for sponsor			
Email address for sponsor			
Address for Sponsor (if different to inspection address)			
Address to be inspected			
If you do not own the property please provide the name and address of the owner			
Owner occupier – please tick		Rented – please tick	
Freehold	Leasehold	Private	Housing Association
If you own the property we will need to see your title deeds, mortgage statement or other correspondence from your mortgage provider.		If you rent your property we will need to see a valid tenancy agreement and a utility bill in your name for the property	
Please list the names of all the people who currently live at the address			
<b>Name</b>	<b>Sex</b>	<b>Age</b>	<b>Relationship to sponsor</b>

Please list all the people entering the UK to live at the address:

Name	Sex M/F	Age	Date of Birth	Relationship to sponsor	Intended length of stay

For the purpose of my request for an Immigration Inspection I declare that the above information is accurate and true to the best of my knowledge.

Signature of Sponsor

Date

Please return the form to:

Housing Renewals  
Copeland Borough Council  
The Market Hall  
Market Place  
Whitehaven  
CA28 7JG

Once we have arranged an appointment with you to visit the property we will issue you an invoice for our fee of £100. We will not issue a letter confirming the adequacy of your accommodation until payment is received.

If you need any assistance please contact us on 01946 598300 or [info@copeland.gov.uk](mailto:info@copeland.gov.uk)