

Notes to accompany Immigration Inspection Form

Copeland Borough Council will provide housing inspections and an Accommodation Report to support an application to the UK Border Agency for entry visas. We will charge a fee for the inspection and Accommodation Report which must be paid before the inspection can take place.

We will visit the property in question to make sure it:

- Is fit to live in
- Is free from hazards
- Will not become overcrowded when the individuals you name on the form move in.

Before we can issue a report one of our Housing Renewals Officers will need to visit the property and we will contact you to arrange a convenient time. We will need to view the whole property as we need to establish the number and size of the rooms in the property.

When we arrive at the property we will ask to see documentation from the Immigration Authorities to show that you are in the process of making an application. This might be a letter or official form from the relevant High Commission with the proposed immigrants name and reference number or passport number with which to associate the application.

Please note:

The Immigration Authorities will not normally accept letters that are more than 12 weeks old. If your letter expires, the Council will need to carry out another inspection. You may have to pay another fee for this. The Council may charge for amendments to the letter, or for providing copies of the letter.

It is very important that you are certain you are ready to submit your full application to the relevant authorities before you request a property inspection for immigration purposes.