



You should read this information guide to help you decide which documents will be useful in supporting the statements that you have made on your visa application form (VAF).

It is not a list of documents that you must submit. We do not expect you to provide all of the documents listed below, it is for you to decide which documents are most relevant to your application.

The submission of all or any of these documents does not guarantee that your application will be successful.

## Guide to supporting documents

Settlement

### Information about you

**These documents are important because they provide information about your personal circumstances in the country in which you are applying.**

<p>Completed visa application form</p> <p>In some locations you can only apply by making an online application. You should check on our <a href="#">supported countries page</a> to see if you should make an online application</p>	<ul style="list-style-type: none"> <li>➤ If your country does not support online applications you must complete and submit a <a href="#">VAF4A</a></li> <li>➤ If you make an <a href="#">online application</a> you must also print it off and submit with your supporting documents</li> </ul>
A current and valid travel document or passport	You will not be issued a visa if you do not have one of these
One passport sized colour photograph	This must comply with the requirements in our <a href="#">photo guidance</a>
Evidence of your permission to be in the country where you are applying, if you are not a national of that country	This must show your current immigration status. It could be a residence permit, 'green card' or valid visa.
Previous passports	These are to show your previous travel history
Evidence of your marital status	This could include a marriage certificate, a civil partnership certificate, a divorce certificate or a death certificate
Evidence of your current employment or studies	<p>This could include:</p> <ul style="list-style-type: none"> <li>➤ a letter from your employer on company headed paper – this should list your salary and the length of your employment, confirm that you have been given time off work, and state whether this time off is paid or unpaid</li> <li>➤ a letter from your education provider on headed paper – this should confirm your enrolment and leave of absence</li> <li>➤ business registration documents confirming the business owner's name and the date when the business started trading</li> </ul>

<p>Evidence of English language requirement:</p> <p>The applicant is required to speak and understand English to a minimum level A1 of the Common European Framework of Reference (CEFR).</p>	<p>The English requirement can be met in the following ways:</p> <ul style="list-style-type: none"> <li>➤ By passing a test with an approved provider and providing a certificate that clearly shows the applicant's name and the qualification obtained; or</li> <li>➤ By having a degree taught in English; or</li> <li>➤ By being a citizen or national of a majority English language speaking country (which is specified in the relevant Immigration Rule).</li> </ul> <p>There are some exemptions to this requirement. For further information see the full guidance on <a href="#">the English language requirements</a>.</p>
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### Information about your finances and employment

You can submit any of the following financial documents to provide us with evidence of how your stay in the UK will be funded. You should include evidence of your total monthly income from all sources, for example employment, friends, family, savings or property.

- If you are providing documents from a joint account you should explain who the other account holders are, and why you have permission to spend money from the account
- If your spouse or partner is employed you should also provide their employment and financial details
- If you are not funding your stay yourself, the person who will fund it should supply the evidence.

Bank statements or bank books	These should show what has been paid in and out of an account for up to the previous six months, and should name the account holder.
Bank letter or balance certificate	This should show the account balance, the account holder's name and the date when the account was opened.
Payslips	These should cover up to the previous six months. If your salary is paid directly into your bank account, you should provide the statements showing these payments
Tax returns (business or personal)	You should include recent documents from your government tax office, confirming your income and the amount of tax that you have paid
Business bank account statements	If you include these, you will need to explain why you are allowed to spend the money from a business account
Evidence of income from property or land	This could include property deeds, mortgage statements, tenancy agreements, accountant's letters, land registration documents or crop receipts. If the property or land is registered in several names, you will need to explain how much you own. If the money earned from the land is shared, you should say how it is divided

### Accommodation details

You can submit any of the following documents to provide us with evidence of your accommodation. We advise that you do not make any payments for accommodation, travel and so on until you have received your visa.

<p>Details of the accommodation that you and your sponsor intend to live in and permission for you to stay there along with evidence of any other occupants</p>	<p>This could include:</p> <ul style="list-style-type: none"> <li>➤ Land Registry documents</li> <li>➤ mortgage statements</li> <li>➤ rent book or tenancy agreement</li> <li>➤ council tax statements</li> <li>➤ property inspection report</li> <li>➤ utilities bills</li> <li>➤ accommodation details with a supporting letter from the occupant/ landlord confirming that you are able to stay there</li> </ul>
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## Information about your sponsor in the UK

You may need to provide some of the following documents to help to show your sponsors circumstances in the UK. If you are applying as a dependant relative (for example parent or grandparent) then your sponsor should also complete a [Sponsorship Undertaking Form \(SU07\)](#)

Evidence of your sponsor's current employment, studies or other means of support and total monthly income after tax.	This could include a variety of any of the financial documents outlined above in the finances section. Details of annual taxable income in the UK is normally found on HMRC form P60  Any details of study should also be provided.
Evidence of any income from other sources such as friends, family, savings, property etc	This could include a variety of any of the financial documents outlined above in the finances section.
Evidence of your sponsor's immigration status/ permission to be in the UK	This could be copies of: <ul style="list-style-type: none"><li>➤ bio-data pages from their passport or Travel Document</li><li>➤ valid UK visa or UK stamp from their passports</li><li>➤ Home Office letter confirming their permission to stay in the UK</li></ul>
Evidence of your relationship to your sponsor and any contact between you	This could be a letter from your sponsor confirming your relationship and that they are supporting your application along with copies of: <ul style="list-style-type: none"><li>➤ birth certificate or adoption certificate</li><li>➤ marriage certificate or civil partnership certificate</li><li>➤ death or divorce certificate</li><li>➤ photographs of your wedding, civil partnership ceremony or other time spent together</li><li>➤ phone records</li><li>➤ emails, letters or cards</li></ul> <b>* You should not submit DVDs or video cassettes*</b>