



















## Guidance for Part 1: Your Relationship To The Sponsor

### 1.1 Please specify your relationship to your UK sponsor.

Put a cross in the relevant box

### 1.2 Have you met your sponsor?

Put a cross in the relevant box. If 'No' go to question 1.5

### 1.3 When did you first meet your sponsor?

In DD/MM/YYYY format. Please be as precise as possible, preferably giving at least the month and year of your first meeting.

### 1.4 Where did you first meet?

Please provide details as requested.

### 1.5 When did your relationship begin?

In DD/MM/YYYY format. Please be as precise as possible, preferably giving at least the month and year of the beginning of your relationship.

### 1.6 How often do you meet?

Please provide details as requested. For example, weekly, monthly, three times a year.

### 1.7 When did you last see your sponsor?

Please be as precise as possible.

### 1.8 How do you keep in touch with your sponsor?

Please provide details of how you keep in touch and how often you have contact with your sponsor. For example, by phone, email, Skype, letters. Please also tell us when you were last in contact with your sponsor.

### 1.9 Are you seeking permission to come to the UK as a fiancé(e) or proposed civil partner to enable your marriage or civil partnership to take place in the UK?

Put a cross in the relevant box. If 'Yes' please tell us where and when you plan to marry/enter into a civil partnership.

### 1.10 Are you married/in a civil partnership with your sponsor?

Put a cross in the relevant box. If 'No' go to question 1.16.

### 1.11 When and where did you marry/enter into a civil partnership

Please give the date and location of the ceremony and provide documentary evidence of this e.g. marriage certificate. Please state if this was a religious or civil ceremony. If you are a fiancé(e)/proposed civil partner please provide details of any plans that are in place for your marriage/civil partnership ceremony.

### 1.12 What age were you when you married/entered into a civil partnership with your sponsor?

Please tell us in MM/YYYY format how old you were when you married/entered into a civil partnership

### 1.13 What age was your sponsor when they married/entered into a civil partnership with you?

Please tell us in MM/YYYY format how old your sponsor was when they married/entered into a civil partnership with you.

### 1.14 Is/was this an arranged marriage?

Put a cross in the relevant box

### 1.15 Are you and your sponsor related outside marriage?

Put a cross in the relevant box. If 'Yes', please give details of the exact relationship e.g. he is my mother's brother's son.

### 1.16 If you are unmarried or a same sex partner, have you been living in a relationship akin to marriage or a civil partnership?

Put a cross in the relevant box. If 'Yes', go to 1.17 or if 'No' or 'Not applicable' go to 1.18.

### 1.17 Provide details of how long you have been in a relationship akin to marriage or a civil partnership with your sponsor

You must provide details of when and where you lived together and for how long. Please provide documentary evidence to support this.

### 1.18 Do you intend to live with your sponsor permanently?

Put a cross in the relevant box.

### 1.19 Have you lived with your sponsor in a relationship akin to marriage or a civil partnership at any time (including since your wedding/civil partnership ceremony)?

Put a cross in the relevant box. If 'Yes' please state the dates and at what address you lived to together. If 'No', please explain why you have never lived together.

### 1.20 Are either you or your sponsor currently married to or in a civil partnership with another person?

Put a cross in the relevant box. If 'Yes' please provide details of when this relationship began, who the person is and where they are now.

### 1.21 Have you or your sponsor previously been married/or entered into a civil partnership?

Put a cross in the relevant box. If 'yes' please complete the details requested for both you and your sponsor's former partner.

### 1.22 What languages do you speak well?

Please tell us which language(s) you are fluent in.

### 1.23 What languages does your sponsor speak well?

Please tell us which language(s) your sponsor is fluent in

### 1.24 What language(s) do you and your sponsor use to communicate with each other?

Please tell us which language(s) you and your sponsor use to speak/write to each other in.

### 1.25 Do you and your sponsor have any shared financial responsibilities?

Put a cross in the relevant box. If 'yes' please tell us what these responsibilities are and how much you and your sponsor each contribute.

### 1.26 Do you, or your sponsor, have any physical or mental condition(s) which currently requires personal care or medical assistance at home, or have learning difficulties?

Put a cross in the relevant box. If 'yes' please provide full details of the conditions and the type of care that is required.

### 1.27 Does your sponsor have any children?

Put a cross in the relevant box. If 'yes' please ensure you enter details for all your sponsor's children. The details must include their full name, date and place of birth, sex and nationality. If there is insufficient space please complete the list in Part 6 Continuation and Additional Information section.

### 1.28 Is your sponsor responsible for supporting anyone financially, including any children listed above?

Put a cross in the relevant box. If 'yes' please provide full details, including full name and date of birth for each person your sponsor is financially responsible for, and state how much is spent per person per month.

## Guidance for Part 2: Your Sponsor's Military Service

### 2.1 What is your sponsor's HM Armed Forces service number?

Please provide your sponsor's Armed Forces service number in the box

### 2.2 On what date did your sponsor enlist in HM Armed Forces?

Please tell us in DD/MM/YYYY format the date that your sponsor enlisted in HM Armed Forces

### 2.3 Is your sponsor still a serving member of HM Armed Forces?

Put a cross in the relevant box.

### 2.4 What is the rank of your sponsor in HM Armed Forces?

Please state your sponsor's current rank in HM Armed Forces

### 2.5 Where is your sponsor currently posted?

Please state where your sponsor is currently posted (include country and length of posting)

### 2.6 What is the expected duration of the enlistment, posting or training of your sponsor?

Please state how long your sponsor is expected to remain in his/her current enlistment, posting or training.

### 2.7 Are there any special service related issues, such as serious injury or hospitalisation, that you would like the Entry Clearance Officer to consider?

Please state if there are any service related issues you would like the Entry Clearance Officer to consider.

## Guidance for Part 3: Your Sponsor's Financial Circumstances

### 3.1 What is your sponsor's present work, job or occupation?

Provide details of your sponsor's current job title in the UK. If they are unemployed then proceed to question 3.10

### 3.2 What is your sponsor's National Insurance Number?

The National Insurance number allows them to work in the UK. The National Insurance number format is as follows: XX 12 34 56 X.

The number is usually provided on a plastic card, which is issued automatically when they reached 16 (if in the UK at that time) or when they first apply for a National Insurance number.

### 3.3 What is the name of the company your sponsor works for?

State the full name of the company your sponsor works for or the name of their own company if applicable.

### 3.4 When did your sponsor start this job?

Please tell us in DD/MM/YYYY format the date that your sponsor started this employment/self employment.

### 3.5 – 3.7 What is your sponsor's work address, phone number, email address?

Please provide the full address (including Post/Zip Code) of your sponsor's employer as well as the telephone number and email address.

### 3.8 Does your sponsor have any additional job(s) or occupations(s)?

Put a cross in the relevant box. If 'Yes' please provide the full name, address, telephone number and email address of their other employer and the date on which they started this employment.

### 3.9 What is your sponsor's total monthly income from all sources of employment or occupation after tax?

Calculate your sponsor's total monthly employment income after tax deductions and enter the figure in the box.

### 3.10 Does your sponsor receive income from any other sources, including friends or family?

Put a cross in the relevant box. If 'Yes' please provide full details of how much and from whom this income comes. If your sponsor is given money from anyone else then please state why this is the case.

### 3.11 Does your sponsor have any savings, property or other income, for example, from stocks and shares?

Put a cross in the relevant box. If 'Yes' please provide full details of how much income is received from these sources.

### 3.12 Does your sponsor receive any money from public funds and/or benefits?

Put a cross in the relevant box. If 'Yes' please provide full details of how much and what type of funds/benefits they are in receipt of.

### 3.13 How much of your sponsor's total monthly income is given to their family members and other dependants?

State how much of your sponsor's monthly income is given to family members or other dependants.

### 3.14 How much does your sponsor spend each month on living costs?

State how much of your sponsor's monthly income is spent on living costs.

### 3.15 Is your sponsor responsible for anyone else's financial support?

Put a cross in the relevant box. If 'Yes' please provide full details of anyone else they financially support. Include the name, date of birth, address and relationship of that person to your sponsor, as well as the amount of financial support they give and the reason that they give it.

### 3.16 Have you submitted the Sponsorship Undertaking Form with your application?

Put a cross in the relevant box. If 'No' please explain why you have not submitted it.

## Guidance for Part 4: Your Accommodation

### 4.1 Where do you and your sponsor plan to live in the UK?

Please provide the full postal address of where you intend to live in the UK

### 4.2 Does your sponsor own this property?

Put a cross in the relevant box. Please provide evidence of this e.g. Land Registry document or Mortgage statements. If the answer is 'No' then state on what basis your sponsor occupies this property. For example rented/owned by parents/MoD

### 4.3 Does your sponsor live in MoD owned property?

Put a cross in the relevant box

### 4.4 Is your sponsor in receipt of Housing Benefit and/or Council Tax Benefit?

Put a cross in the relevant box. If 'Yes' please provide full details of when this benefit started and how much is received per month.

### 4.5 How many bedrooms are there in the property?

Please provide details as requested.

### 4.6 How many other rooms are there in the property (NOT including kitchens, bathrooms and toilets)?

Please provide details as requested.

### 4.7 Does anyone, other than your sponsor, live in the property?

Put a cross in the relevant box. If yes please provide full details including full name, date of birth/age, relationship to sponsor, nationality and passport number.

## Guidance for Part 5: Adult Dependant Relatives

### 5.1 Do you live alone?

Put a cross in the relevant box. If 'Yes' go to question 5.3, if 'No' go to question 5.2

### 5.2 Who do you live with at the moment and what is your relationship to them?

State the full name and relationship of all the people you currently live with.

### 5.3 Who owns your home and what is your relationship to them?

State the full name and relationship to you of the person who owns the home you live in. If you own your home then please state this.

### 5.4 Who supports you financially and what is your relationship to them?

State the full name and relationship to you of the person who provides your financial support. If you support yourself then please state this.

### 5.5 What other close relatives do you have and where do they live?

State the full name and relationship to you of any other close relatives (Close relatives include: Son, Daughter, Brother, Sister, Parent, Grandchild and/or Grandparent) and state where they live. If you do not have any other close relatives then state this.

### 5.6 How often do you see these family members?

If relevant, state how often you see these other family members. For example, daily, weekly monthly etc.

### 5.7 Do you have any medical conditions?

Put a cross in the relevant box. If 'Yes' please give details of your medical condition(s)

### 5.8 Are you able to care for yourself on a daily basis, i.e. are you able to wash and dress yourself and prepare food for yourself?

Put a cross in the relevant box.

### 5.9 Provide details of why you are unable to care for yourself.

Please provide details of why you are unable to care for yourself, for example because of your age or a disability or a physical/mental condition.

### 5.10 Who currently provides you with this care?

State who provides you with your daily care and how this care is funded. For example, is the care funded by your sponsor, other relatives, insurance, government or local authority etc

### 5.11 Does your UK sponsor contribute financially to your current care?

Put a cross in the relevant box. If 'Yes' please state how much money your sponsor contributes and how often you receive these contributions.

### 5.12 How long have you needed care?

State when you first started receiving this care and whether your condition is likely to improve.

### 5.13 Please provide details of why your current care arrangements cannot continue to meet your needs.

Explain why your care arrangements can not continue as they are now and why your sponsor is now required to meet your care requirements.

### 5.14 Is the care you need still available in the country where you are living?

Put a cross in the relevant box. If 'No' please explain why you can no longer be cared for in the country in which you are currently living.

### 5.15 Please provide reasons why no other person in your country of residence can provide you with the care you require.

State why no one else can provide the care that you need in the country in which you live.

### 5.16 Is the care you need affordable in the country where you are living?

Put a cross in the relevant box. If 'No' please provide full details of the cost of your care and why it is not affordable.

### 5.17 Could your UK sponsor or another close relative pay for your care arrangements in the country where you are living?

Put a cross in the relevant box. Explain why it is not possible for your UK sponsor (or another close relative) to pay for your care arrangements in your home country/the country you are currently living in.

### 5.18 Please provide details of how your UK sponsor intends to satisfy your care needs in the UK.

Explain what arrangements your sponsor intends to put in place to meet your care needs in the UK. Include details of who will be providing the care and how much it will cost.

## Guidance for Part 6: continuation and additional information

### 6.1 Is there any other information you wish to be considered as part of your application?

Use this section to provide any other further information you wish to be considered as part of your application/where you have run out of space elsewhere on this form/where this form has directed you to provide additional information.