

APPENDIX 5 (VAF4A JULY 2012) PARENT EXERCISING ACCESS RIGHTS

This form is for use outside the UK only.

This form is provided free of charge.

► READ THIS FIRST

This form must be completed in English. You may use blue or black ink.

YOU SHOULD COMPLETE THIS FORM IF YOU WISH TO COME TO THE UK AS:

• The parent exercising access rights to a child living in the UK who is a British Citizen or settled in the UK IF YOU ARE NOT COMING TO THE UK IN THIS CATEGORY, YOU ARE COMPLETING THE WRONG APPENDIX.

Please follow the guidance notes carefully and complete all questions unless indicated to the contrary. The guidance notes are available on the UKBA website and at the end of this form. If you run out of space on any section of the form please use the Continuation/Additional Information section at Part 4.

The UK Border Agency may take a decision on your application based on the information contained here without interviewing you. Therefore please ensure you submit all the relevant original documents that you want the Entry Clearance Officer to see when considering your application. It is your decision how you satisfy the Entry Clearance Officer that your intentions are as you state in your application. Further guidance on supporting documents can be found on our website. It is better to explain why you do not have a document than to submit a false document. Your application may be refused if you use a false document, lie or withhold relevant information.

Please ensure that you also complete and submit the main Personal Details Form (VAF 4A). Failure to do so will delay your application.

Part 1 Your Application Read Guidance No.	otes, Part 1
If you are applying for entry clearance as a parent exercising a permanently settled in the UK you cannot qualify under these	
1.1 Are you applying on the basis of your relationship to a child/children in the UK? Put a cross (x) in the relevant box >>>	Yes No
1.2 Have you detailed your child(ren) in Part 4 of VAF4A Personal Details Form? Put a cross (x) in the relevant box	Yes No No
1.3 Are you the partner of the person your child(ren) normally lives with in the UK? Put a cross (x) in the relevant box >>>>>>	Yes No
1.4 Do you have sole parental responsibility for your child(ren) living in the UK? Put a cross (x) in the relevant box	Yes No No
1.5 Do you have access rights to your child(ren) living in the UK? Put a cross (x) in the relevant box	Yes No No
1.6 Please provide details of why you are not living with you child	d(ren) in the UK or why your child(ren) is/are not living with you

Thease provide details of what access rights you have to you	ar ormation, average are are orthogonal are
Please give details of how you are taking and intend to conti	inue to take an active role in the upbringing of your child(ren) in
e UK?	
Vous Financial Circumstances Rea	d Cuidanaa Nataa Dant O
Part 2 Your Financial Circumstances Real	a Guidance Notes, Part 2
What are your current name and sire materials 2. But a group (d in the relevant box
What are your current personal circumstances? Put a cross (
Employed full time, please go to 2.2	Retired, please go to 2.10
Employed part-time, please go to 2.2	Supported by spouse / partner / other family member,
Employed part time, please go to 2.2	please go to 2.10
Self-employed, please go to 2.2	Other, please give details in the box below, then go to 2.
Unemployed, please go to 2.10	
Student, please give details of the course and institution	
you attend in the box provided; then go to 2.2 >>>>>	
2 What is your present work, job or occupation? If you are a stu	
ur work. If you are a student and you do not also work, please go t	0 2.10.
3 What is the name of the company or organisation you	2.4 When did you start this job?
ork for? >>>>>>>>>>	
5 What is your work address?	2.6 What is your employer's telephone number?
	2.7 What is your employer's email address?

2.8 Do you have any additional job(s) or occupations(s)? Put a cross (x) in the relevant box	Yes No If 'Yes' please provide full details below
Employers Name Full Address Teleph	none Number Email Address Date started Job
2.9 What is your total monthly income from all sources of employment or occupation after tax?	
2.10 Do you receive income from any other sources, including friends or family? Put a cross (x) in the relevant box >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	Yes No If 'Yes' please provide full details below
2.11 Do you have savings, property or other income (for example, from stocks and shares) and are these assets/money under your control? Put a cross (x) in the relevant box >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	Yes No If 'Yes' please provide full details below
2.12 How much of your total monthly income is given to your	2.13 How much do you spend each month on living costs?
family members and other dependants? >>>>>>>>>	
2.14 Are you responsible for anyone else's financial support? Put a cross (x) in the relevant box >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	Yes No If 'Yes' please provide full details below
Part 3 Your Accommodation & Other Detail	ils Read Guidance Notes, Part 3
3.1 Where do you plan to live in the UK?	3.2 Do you own this property? Put a cross (x) in the relevant box Yes No If 'No', on what basis do you intend to occupy this property e.g. rented.
3.3 Is this a council owned property? >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	Yes No
3.4 How many bedrooms are there in the property? >>>>>>	
3.5 How many other rooms are there in the property (NOT including kitchens, bathrooms and toilets)?	

3.6 Will anyone, other than you, live in the property? >>>>>>> Yes Note to a cross (x) in the relevant box		If 'Yes' please provide full details of each other person living in the property	
Age	Relationship to you	Nationality	Passport numbe
other information you wish to	be considered as part of your applicat	ion?	
	Age Continuation and Ac	Age Relationship to you Continuation and Additional Information	Age Relationship to you Nationality

Guidance for Part 1: Your Application

1.1 Are you applying on the basis of your relationship to a child(ren) living in the UK?

Put a cross in the relevant box.

1.2 Have you detailed your child(ren) in Part 4 of VAF4A Personal Details Form?

Put a cross in the relevant box.

1.3 Are you the partner of the person your child(ren) normally lives with in the UK?

Put a cross in the relevant box.

1.4 Do you have sole parental responsibility for your child(ren) living in the UK?

Put a cross in the relevant box.

1.5 Do you have access rights to your children living in the UK? Put a cross in the relevant box.

1.6 Please provide details of why you are not living with your child(ren) in the UK or why your child(ren) is/are not living with you?

If you are not currently living with your child(ren) please explain why this is the case. In addition include information detailing how long

you have been living apart and how often and the last time that you saw them

1.7 Please provide details of what access rights you have to your child(ren) living in the UK.

Please provide full details of what access rights you have to your child(ren). Please state whether these rights have been given as result of legal proceedings/court orders and provide copies of these documents with your application.

1.8 Please give details of how you are taking and intend to continue to take an active role in the upbringing of your child(ren) in the UK?

Please provide details of how you have been involved in the upbringing of your child(ren). You should include information on what role you played in choosing their care arrangements in the UK or which nursery/school they attend. What role have you played in choosing their academic options? How often do you speak to or see your child(ren)? Have you been present for key events in their lives e.g. religious events, birthdays etc?. How do you keep in touch(telephone, email, letters etc) Please provide any documentary evidence that you have to support your answer.

Guidance for Part 2: Your Financial Circumstances

2.1 What are your current personal circumstances?

Put a cross in the relevant box and provide further details if relevant.

2.2 What is your present work, job or occupation?

Provide details of your current job title. If you are unemployed then proceed to question 2.10. If you are a student and you also work, please provide your work details. If you are a student and you do not work, please proceed to question 2.10.

2.3 What is the name of the company or organisation that you work for?

State the full name of the company or organisation you work for or the name of your own company if applicable.

2.4 When did you start this job?

Please tell us in DD/MM/YYYY format the date that you started this employment

2.5 - 2.7 What is your work address, phone number, email address?

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

2.8 Do you 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 and of your other employer and the date on which you started this employment.

2.9 What is your total monthly income from all sources of employment or occupation after tax?

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

2.10 Do you 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 you are given money from anyone, please state why this is the case.

2.11 Do you have any savings, property or other income (for example, from stocks and shares) and are these assets/money under your control?

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

2.12 How much of your total monthly income is given to your family members and other dependants?

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

2.13 How much do you spend each month on living costs? State how much of your monthly income is spent on living costs.

2.14 Are you responsible for anyone else's financial support?

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

Guidance for Part 3: Your Accommodation And Other Details

3.1 Where do you plan to live in the UK?

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

3.2 Do you 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 you will occupy this property. For example rented, owned by parents etc

3.3 Is this a council owned property?

Put a cross in the relevant box

3.4 How many bedrooms are there in the property?

Please provide details as requested.

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

Please provide details as requested.

3.6 Will anyone, other than you, 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 you, nationality and passport number.

Guidance for Part 4: Continuation And Additional Information

4.1 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.