

Housing & Environmental Health
 Eastleigh Borough Council
 Civic Offices
 Leigh Road
 Eastleigh
 SO50 9YN



APPLICATION FOR AN IMMIGRATION ACCOMMODATION CERTIFICATE

This form must be fully completed and submitted with payment before Eastleigh Borough Council (“the Council”) carries out an inspection. The Council will make an appointment with the sponsor once a satisfactorily completed form and payment have been received. The report following an inspection will be sent to you as soon as possible after the inspection has taken place.

Please tick appropriate box: new/first assessment
 second assessment

(Please complete in block capitals. Please answer all questions, if not applicable mark as N/A).

1. Information about the person applying to enter the UK

Full name of the person applying to enter the UK (The applicant).			
Sex of applicant	Male / Female	Date of birth	
Current country of residence:			
Passport Number:			

Please provide names and dates of birth of any other persons who will be coming to the UK with the applicant:		
Full name	Relationship to applicant	Date of birth
Name & address of the High Commission/Embassy dealing with the application:		

2. Information about the Sponsor

Full name of sponsor:	
Telephone:	Email:
Sponsor's home address:	
Relationship to person applying to enter the UK (uncle, employer etc.)	

3. Information about the property to be inspected

Address:	
Please tick one of the boxes below to indicate whether the above property is:	
Owned by the applicant. (Optional: please provide proof of ownership- see guidance notes)	<input type="checkbox"/>
Owned by the sponsor. (Optional: please provide proof of ownership- see guidance notes)	<input type="checkbox"/>
Rented from another party. (Optional: please provide landlords consent, and satisfactory Landlords Gas Safety Check- see guidance notes)	<input type="checkbox"/>
If the property is not owned by either the applicant or the sponsor then please provide name & address of the owner and agent (if applicable) below- Owner Name: Address: Agent Name: Address:	
Please provide the following details about the property.	
How many bedrooms are there?	<input type="text"/>
How many living/dining rooms are there?	<input type="text"/>
How many bathrooms are there?	<input type="text"/>
How many toilets are there?	<input type="text"/>
How many kitchens are there?	<input type="text"/>
How many other rooms are there (please specify)	<input type="text"/>

4. Details of occupation

Please provide the following details about ALL persons who normally live at the above property			Yes/No
Full name	Date of birth	Male/Female	Related to sponsor?
1			
2			
3			
4			
5			

5. Information to be supplied with this application form

1. Copy of letter from High Commission/Embassy requesting that local authority confirm suitability of the property (if available).	
2. Copy of current council tax bill/electricity, gas, water or telephone bill showing the sponsor's name and address.	
3. Proof of payment of fee. Please to Eastleigh Borough Council.	

6. Declaration

I know that the information contained within this application is to be used by Eastleigh Borough Council in connection with its functions under Part 1 to 4 and Part 7 of the Housing Act 2004. I declare that the information contained in this application is correct to the best of my knowledge. I understand that I commit an offence for which I could be prosecuted if I supply any information to the Council as Local Housing Authority in connection with any of their functions under any of Parts 1 to 4 and 7 of the Housing Act 2004 that is false or misleading and which I know, or I am reckless, as to whether it is false or misleading.

I consent to the Council sharing the information provided in my/our application with other relevant agencies including the Police, UK Border Control and any relevant British High Commission, for the purposes of providing an Immigration Accommodation Certificate as appropriate. The ABC Council is the Data Controller for the purposes of the Data Protection Act 1998. The Council will process all the personal information in accordance with the aforementioned Act.

Signed: Please print name in box below.	Date:

Please return the completed form with the appropriate fee to:

Housing & Environmental Health
Eastleigh Borough Council
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Leigh Road
Eastleigh
SO50 9YN

FOR OFFICE USE ONLY	
1. Date application received	
2. Date application deemed to be valid	
3. Date of visit by case officer	
A. Is the property overcrowded?	Yes/No
B. Is the property free from category 1 hazards?	Yes/No
C. Is the property suitable to be occupied by the applicant	Yes/No
4. Date letter sent to applicant	

EASTLEIGH BOROUGH COUNCIL

**INFORMATION IN SUPPORT OF AN IMMIGRATION ACCOMMODATION
CERTIFICATE**

LANDLORD'S CONSENT TO PROPOSED OCCUPATION

Address of Dwelling:

Number of Current Occupiers:

Number of Proposed Occupiers:

I / We, being the landlord(s) of the above dwelling, have been given details of the proposed immigration application which my / our tenant proposes to sponsor.

I / We hereby consent to such proposed occupation being out.

Signature(s) _____

Date: _____

Full Names: _____

Address: _____

Please return to: **Housing and Environmental Health Section of Eastleigh Borough Council.**

EASTLEIGH BOROUGH COUNCIL

**INFORMATION IN SUPPORT OF AN IMMIGRATION ACCOMMODATION
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ADVICE OF PROOF OF OWNERSHIP

It is necessary for the Council to be satisfied that the owner who is sponsoring the application, has a freehold or leasehold interest whether held solely or jointly with others in every parcel of land and buildings thereon of which is subject to the Immigration Accommodation Certificate application.

The form below should be signed by a solicitor, or where deeds are with a bank or building society the form should be sent to them for completion. The duly completed form should be returned to the **Housing and Environmental Health Section of Eastleigh Borough Council**.

CERTIFICATE OF TITLE

We certify that the sponsor

(Full Name): _____

holds the property: _____

either for (a) an estate in fee simple absolute in possession, or

(b) a term of years absolute of which not less than five years remain unexpired at the date of the application

(for this purpose either interest may be held in sole name of the sponsor or sponsor's landlords(s) or jointly with others)

including such an interest in every parcel of land and buildings thereon on which relevant works are to be carried out.

Signature: _____

Position: _____

Name of Building Society / Solicitor / Bank: _____

Address: _____

Date: _____