#### **VISIT AND SHORT TERM STAY (VAF1A APRIL 2015)**

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.

Please follow the guidance notes carefully and complete all questions as indicated. If you run out of space, please use Part 9 – Additional Information.

UK Visas and Immigration may take a decision on your application based on the information contained here without interviewing you. Therefore please ensure you submit all relevant original documents (please see supporting documents guidance).

It is better to explain why you do not have a document than to submit a false document. Your application will be automatically refused and you may be banned from coming to the UK for 10 years if you use a false document, lie or withhold relevant information. You may also be banned if you have breached immigration laws in the UK.

# USE THIS FORM IF YOU ARE COMING AS A VISITOR, A SHORT-TERM STUDENT OR PARENT OF A TIER 4 (CHILD) STUDENT

Guidance on types of visit visas and other visas for short term stays in the UK is available on the visas and immigration pages of the gov.uk website (www.gov.uk/browse/visas-immigration). Tell us your main reason for coming to the UK below.

Which type of Visitor Visa are you applying for? Put a cross (x) in			
Tourist Visit friend(s) Other (please specify) >			
How long do you want your visa to be valid for? Put a cross (x) in	the relevant box		
6 months 2 years 5 years	10 years 1 month (for permitted paid engagements)		
11 months (for private medical treatment and English language study only) 12 months leave and t	(for academics doing research on sabbatical heir accompanying child, spouse or partner).		
What is the main purpose of your visit to the UK? >>>>>>>	How long do you intend to stay in the UK?		
Tourism	5 DAYS		
Travel Dates On which date do you wish to travel to the UK? >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	On which date will you leave the UK?		
DD MM YYY DO NOT FILL-	DDMMYYYY		
Part 1 About You Read Guidance, Part 1			
1.1 Given name(s) (as shown in your passport) >>>>>>>>	1.2 Family name (as shown in your passport)		
P/E	P/F		
1.3 Other names (including any other names you are known >>>>	1.4 Sex Put a cross (x) in the relevant box		
by and/or any other names that you have been known by)	Male Female		
1.5 Marital status? Put a cross (x) in the relevant box	Married/ Civil Partner Unmarried Partner		
Divorced/Dissolved Partnership	Separated Widowed/Surviving Civil Partner		
1.6 Date of Birth >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	1.7 Place of Birth		
DOMMYYYY P/F	P/F		
1.8 Country of Birth >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	1.9 Nationality		
P/F	9/F		
1.10 Do you hold, or have you ever held, any other nationality or	nationalities? Put a cross (x) in the relevant box		
Yes No If 'Yes' please provide details >>>>>>>>>>	P/F		

4.14 Does your spouse/partner currently live with you at the >>> address given in Question 3.1? Put a cross (x) in the relevant box  Yes No No No Please provide full details of where your spouse currently lives.  4.17 Please provide full details for each of your >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	4.15 Will your spouse/partner be travelling with you?  Put a cross (x) in the relevant box  Yes No No No', please go to question 4.20  4.18 Do all your children currently live with you at the address given in Question 3.1? Put a cross (x) in the relevant box  Yes No Put a cross (x) in the relevant box  Yes No Put a cross (x) in the relevant box  Yes No Put a cross (x) in the relevant box  Yes No Put a cross (x) in the relevant box  Yes No Put a cross (x) in the relevant box  Yes No Put a cross (x) in the relevant box  Yes No Put a cross (x) in the relevant box
4.19 Please list any of your children who will be travelling >>>> with you to the UK?	4.20 Will any other children be travelling with you?  Put a cross (x) in the relevant box  Yes These's go to 4.21 No If 'No' go to Part 5.
-NA	
Please note: If a child is travelling without their parents, he/sh or legal guardian that they consent to the child's visit.  Part 5 Finances and Employment Read Completed BY ALL APPLICANTS - Dependent children	Buidance, Part 5
5.1 What are your current personal circumstances? Put a cross (	c) in the relevant box
Employed full time, please go to 5.2	Retired, please go to 5.9
Employed part-time, please go to 5.2	Supported by spouse / partner / other family member, please give full details in the box, including their relationship
Self-employed, please go to 5.2	to you; then go to 5.9
Unemployed, please go to 5.9	Other, please give details, then go to 5.2
Student, please give details of the course and institution you attend in the box provided; then go to 5.2	> DETAILS REQUIRED GRADE -?
Employment	
5.2 What is your present work or job or occupation? >>>>>> If you are a student and you also work, please give details of your work. If you are a student and you do not also work, please go to 5.9.	GIRADE OR STANDARD -
5.3 What is the name of the company or organisation you >>>	CHANDS UK SITINDARY -/
work for?	SCHOOL NAME

5.5 What is your work address? >>>>>>>>>>>>>>	>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	5.6 What are your employer's telephon	e numbers:
SCHOOL ADRESS		SCHOOL	
		5.7 What is your employer's email add	ress?
		SUTOOL	
5.8 Please give details of any additional job(s) or occi	ou have		
5.9 Have you ever worked for any organisation of a ty	/pe (state o	r non-state) listed below? Put a cross (x) i	n the relevant box
Armed forces (including national service) Yes	No V	Media	Yes No L
Government (central or local) Yes	No U	Public or civil administration	Yes No 2
No. 1		Security (including police and private security companies)	Yes No L
If you have ticked 'yes' to any of the above, please provide list. Include name of organisation, job title or rank and date	details for e es (year to ye	every organisation that you have worked for	that is of a type in the ormation.
Income and Expenditure			
5.10 What is your total monthly income from all source of employment or occupation after tax?	ces >>>	NA-	
5.11 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 >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>		NIA-	
Yes No If 'Yes' please provide full details >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>		N/A-	
5.13 How much of your total monthly income is given to >>> your family members and other dependants?		N/A-	
5.14 How much do you spend each month on living costs? >		-N/A -	
5.15 What money is available to you for your trip? >>>>>>>		- DHA = 3	7,30,000 Na
5.16 Who will pay for your travel to the UK?>>>>>>>>		> PATHER / MODIFIER.	
5.17 Who will pay for your expenses such as >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>		<u> </u>	
5.18 If someone other than yourself is paying for all or >>>> any part of this visit, how much money will they give you?  Please also explain why they are paying for all or part of your visit		- 11-	
5.19 What is the cost to you personally of your stay in the UK?	- NIL-		
Part 6 Previous Applications And	Travel H	istory Read Guidance, Part 6	
6.1 Have you travelled to the UK in the last 10 years?  Put a cross (x) in the relevant box		Yes No If 'Yes' please provide trips to the UK	
MACON V	Purpose		cration ————————————————————————————————————
PLEAS	E FILL		

ul a 01000 (A) 111	the relevant box		Fig. 1 and 6 for the
Date	Destination Purpose	,	Duration
	- YLEASE	FILL-P/F-	
.3 Have you e	ever been refused a visa for any country, IK? Put a cross (x) in the relevant box	Yes No L	الرُــــــــــــــــــــــــــــــــــــ
Dese	Country Reason		Reference number (for UK)
	been granted any UK visas in the last 10 years	? Yes No 1	If 'Yes' please provide details
Date	Purpose		ation Reference number
	- PLEASE	刊上一产一	
.5 Have you last 10 years?	been refused entry on arrival to the UK in the Put a cross (x) in the relevant box	Yes No No	If 'Yes' please provide details
Date	Reason	A.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1.1	Reference number
	- P/F		
equired to lea	ever been deported, removed or otherwise we any country, including the UK in the last a cross (x) in the relevant box	Yes No	If 'Yes' please provide details
Date	Country Reason		Reference number (for Ui
	<u>-</u>	3/F -	
emain in the U	made an application to the Home Office to JK in the last 10 years? in the relevant box	Yes No	If 'Yes' please provide details
Dale	Reasen for Application	P/F -	Granted/Refused if massiv personance Administration
5.8 Do you ha	ave a UK National Insurance number? in the relevant box	Yes No	If 'Yes' please provide details
Vational insura		n for getting a National Insc	rance number
		NA	
driving offence	been convicted of any criminal offence (includires) in the UK or any other country, at any time? in the relevant box	ng Yes No	If 'Yes' please provide details
Date	Country Offence	N/A -	Sentence
and are awaiti	ou been arrested and charged with any offence ing, or currently on, trial? in the relevant box	Yes No	If 'Yes' please provide details
Date	Country Cfience		

6.11 Have you been arrested and charged with any >>>>>> offence and are awaiting, or currently on, trial?  Put a cross (x) in the relevant box	Yes No Additional Information
6.12 Have you had any UK court judgment against you for >> non-payment of a debt, or received a civil penalty under the UK Immigration Acts?  Put a cross (x) in the relevant box	Yes No If 'Yes' please provide details in Part 9, Additional Information
6.13 Have you ever, by any means or medium, expressed >> views that justify or glorify terrorist violence or that may encourage others to terrorist acts or other serious criminal acts? Put a cross (x) in the relevant box	Yes No Laft'yes' please provide details in Part 9, Additional Information
6.14 Have you engaged in any other activities that might >>> indicate that you may not be considered a person of good character? Put a cross (x) in the relevant box	Yes No Libres' please provide details in Part 9, Additional Information
Part 7 Travellers under the age of 18 Rea	d Guidance, Part 7
ONLY TO BE COMPLETED BY APPLICANTS UNDER 18 (or pare	ent/guardian on behalf of applicant)
7.1 Please provide full details about your parent(s)/guardian(s) in	your home country
	Number Email Address Relationship
- PLEASE - PA	L- P/F -
<ul> <li>7.2 Will you be travelling to the UK alone? &gt;</li></ul>	Yes No lease complete 7.3. If 'Yes' please go to 7.4 who will accompany you, including their passport numbers and
TRAVEL STALL	
70	
- FILL	
7.4 Is the address you will be staying at a private address? > Put a cross (x) in the relevant box	Yes No WHO go to Part 8
7.5 Please provide full details about the person you >>>>>> will be staying with    Name   Address   Nationality   Fleiationship	7.6 If the person named in 7.5 is not a British Citizen or European Economic Area Citizen, please give details about what permission they have to be in the UK
NIA	
	7.7 How long will you stay with this person?
	7**************************************
PLEASE NOTE: If a child is travelling without their parents, he/legal guardian that they consent to the child's visit.	she should present written notification from the child's parent or

Guidance, at the e	IO OF BIIO IOIID	
y in which you are >>> stay in that country?	N/A -	
>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>		please provide details of the people you are ng with. If 'No', <b>go to question 8.4</b>
ISTALL TO FILL	Date of Birth	Nationality
JK? >>>>>>>	Yes No They	don't need one
>>>>>>>>>>	Yes No L	
*>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	Yes No	
*****	Yes No If 'Yes	please provide details
ACICIOSS		Telephone Number
? >>>>>>>>	Yes .No Litteres	please provide details
? >>>>>>> Nationality	Yes No Literes Relationship To You	please provide details  Permission to be in the UK
Nationality  Nationality	Relationship Ta You  Relationship Ta You .	Permission to be in the UK  Permission to be in the UK
Nationality	Relationship Ta You	Pennission to be in the UK
Nationality  Nationality	Relationship Ta You  Relationship Ta You .	Permission to be in the UK  Permission to be in the UK
	y in which you are >>> stay in that country?  >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	y in which you are >>> stay in that country?  Yes No If 'Yes' travelling  Date of Birth  1 Stall 10 FILL  JK? >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>

If you will visit more than 4 relatives in the UK please provide their full name, describe your exact relationship and indicate their permission to be in the UK in Part 9 – Additional Information.

If you intend to visit a qualifying family member/s you should complete VAF1B. The definition of a qualifying family member can be found in the guidance note at the end of this form.		
Name	Address ·	
elephone Number		
mail Address		
	Postcode:	
2 Name	Address	
. \\A		
elephone Number		
Email Address		
	Postcode:	
3 Name	Address .	
N. C.		
Telephone Number		
Email Address		
	Postcode:	
4 Name	Address	
4 ) SALTE		
Telephone Number		
Email Address		
	Postcode:	

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

If you run out of space please use additional sheets of paper to provide us with all the relevant information required as part of your application.

9.2 Have you ever received medical treatment in the UK? >>> Put a cross (x) in the relevant box

Put a cross (x) in the relevant box

9.4 Where did you receive the treatment?


If 'Yes' go to question 9.3

Yes

Name of hospital/clinic/Doctor's surgery:

Telephone number:

## Part 10

#### Declaration

#### "I declare:

- That the information given on this form whether input by myself, input on my behalf by a third party or automatically pre-populated is complete and correct to the best of my knowledge and belief.
- The photograph submitted with this form is a true likeness of me.
- The documents supplied with this application are genuine and the statements I have made with this application are truthful.

#### Lunderstand:

- I must inform the UK diplomatic mission if there is a material change to my circumstances, or any new information to my application becomes available.
- The Home Office (or a trusted third party) may make reasonable checks to confirm the accuracy and authenticity of evidence I have provided and documents I have submitted with this application.
- The Home Office (or a trusted third party) may also make reasonable checks on any sponsors to my application to verify statements contained in the application and establish that I will comply with or have complied with the terms of any visa granted.
- All information provided by me will be processed by the Home Office in accordance with the Data Protection Act (DPA) 1998.
- The Home Office is the data controller in relation to the information provided by me in this application form.
- The information I provide, including biometric data, will be treated in confidence, but it may be disclosed to other government departments, agencies, local authorities, foreign governments, and other bodies, to enable the Home Office or those bodies to perform their functions.
- Providing biometric information as part of an application is confirmation of consent to having biometric information checked at the UK border to verify identity,
- Any disclosures will be in accordance with the DPA 1998
- The information provided by me may be also used for staff training purposes.
- UK entry clearance applications may be handled by British missions in other locations, including outside of the country in which I have applied and that this may
  involve the transfer of my application and supporting documents to and from another mission. The Home Office will be responsible for transferring my application and
  supporting documents safely. In these circumstances my application will still be handled in line with Home Office published customer service standards.
- The fee payable is for an application processing and entry clearance decision-making service, not the guaranteed delivery of a visa, therefore I will not be entitled to a refund should my application for entry to the UK or Commonwealth and Overseas Territories be refused or granted for a shorter period than I applied for.
- My visa application fee will be refunded only if the application is withdrawn in writing within 3 months and 7 days of the original date of application and prior to the submission of biometric data or any processing taking place
- The information provided by me, or information made available to the Home Office during the processing of my application, may be shared with my sponsor(s) or any person(s) acting on their behalf or any applicant linked to my application (for example to my spouse/partner if we apply for visas for a trip together) for the sole purpose of considering my application. I am aware that if there is any information I do not want the Home Office to disclose I will tell you by enclosing a letter with my supporting documentation. If such requests prevent you from making legitimate inquires, my application may be refused.
- My application will be automatically refused and I may be banned from going to the UK for 10 years if I use a false document, lie or withhold relevant information. I
  may also be banned if I have breached immigration laws in the UK. Should I use a false document, lie or withhold relevant information my details may be passed to
  law enforcement agencies.
- I may be required to provide a record of my fingerprints and a photograph of my face ("biometric data") as part of my application. If I refuse to do so, my application may be treated as invalid and, if so will not be considered further, (see Statutory Instrument 2006 No 1743 The immigration (Provision of Physical Data) regulations 2006. Regulation 7(1)).
- Lunderstand that providing biometric information as part of an application is confirmation of consent to having biometric information checked at the UK border to verify identity
- I do not have recourse to public funds during my stay in the UK.
- Larn not entitled to receive treatment free of charge on the National Health Service (NHS), unless an exemption from charge applies in law, and therefore may be billed for any NHS treatment undertaken in the UK.
- If I fail to pay NHS debts incurred by me this could adversely affect future entry clearance or leave to remain applications I make.
- I am not entitled to receive state-funded education whilst in the UK.
- My details may, in certain circumstances, be passed to fraud prevention agencies to prevent and detect fraud and money laundering. I also understand that such
  agencies may provide the Home Office with information about me. Further details explaining when information may be passed to or from fraud prevention agencies
  and how that information may be used can be obtained via the visas and immigration pages on the govulk website.
- It is an offence under the Immigration Act 1971 (as amended) to make a statement which I know to be false, or not believe to be true, in order to obtain a visa/entry clearance to the UK

#### Lconfirm

- that, where I have a sponsor, I have informed my sponsor of the information set out below and my sponsor has confirmed that they consent to me providing the
  information about them which is set out in this application.
- That, I understand and agree with the above declarations and hereby apply for a visa/entry clearance to the United Kingdom.

### Information for sponsors

Applicant's cianature

Personal information which is provided about a person acting in support of an application, including any documentary evidence provided by or about them, will be processed in accordance with the Data Protection Act 1998 by the Home Office, which is the data controller in relation to the information provided.

The Home Office will use this information to make decisions about the application and to prevent and detect fraud. We may share this information with other government departments or agencies, local and public authorities, foreign governments, companies (including financial and utility companies), employers or other bodies in order to make reasonable checks to verify the information provided in the application and confirm that sponsors have or will comply with the terms of any visa which may be or have been granted. Any information received by the Home Office about a sponsor may be used in reaching a decision on the application. Full details of the way in which the data may be processed can be found on the visas and immigration pages on the gov.uk website at http://www.gov.uk "

Date

Applicant a dignature	
	D D M M Y Y Y Y
Have you used an agent or representative to complete this application? Put a cross (x) in the relevant box	
Yes No If 'Yes' please give details of >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	
What language did you communicate in with the >>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>>	

### Part 11

# **Supporting Documents**

Please ensure you submit all the relevant original documents that you want the Entry Clearance Officer to see when considering your application. The UK Immigration Rules make it clear that it is your responsibility to satisfy the Entry Clearance Officer that you are genuinely seeking-entry to the UK for the purpose and duration that you have stated. Submission of particular documents does not guarantee that your visa will be issued. It is your decision how you satisfy the Entry Clearance Officer that your intentions are as you state in your application. It is your choice which documents you submit. Further guidance on supporting documents can be found on the UKBA web pages.

# Your photograph must be:

- Colour
- Passport style and size (45mm high x 35mm wide)
- · A recent and true likeness, showing full face, with no hat, helmet or sunglasses, although you can wear everyday glasses
- Original that is not digitally or optically altered (for example it must not be 'photoshopped' or 'touched-up')
- Taken against an off-white, cream or light grey background so that your features are clearly distinguishable against the background
- Printed on low-gloss, plain-white photo-quality paper (with no watermarks or embossing)

Photographs that do not conform to these standards will be rejected and may cause a delay in processing your application.

Advisory:

To know your Customs obligations when travelling to the UK, please consult Notice 1, found at www.hmrc.gov.uk.

# Guidance for Part 8: Your Trip

8.1 If you are not a national of the country in which you are applying, what permission do you have to stay in that country? Please provide evidence of your immigration status if you are not a national in the country where you are applying, e.g. a residence permit, visa, green card.

8.2 Are you travelling with anyone?

Answer Yes/No. If 'Yes' please provide the full name, date of birth and nationality of the people you are travelling with. If you are travelling in a large group please just give the details of the group leader.

# 8.3 Do they already have a visa for the UK?

Answer Yes/No/They don't need one.

# 8.4 What will you do in the UK?

If you have a planned itinerary please submit a copy of this with your application.

#### 8.5 Do you intend to work in the UK?

Answer Yes/No. This includes voluntary work. If 'Yes' you are filling out the wrong form. Please refer to your local visa application centre guidance to check which visa you should apply for. Further guidance and information can also be found on the UK Border Agency website: www.ukvisas.gov.uk

8.6 Do you intend to study in the UK?

Answer Yes/No. If 'Yes' you are filling out the wrong form. If study is your main purpose in coming here, you should apply as a Student Visitor. If your purpose is to come here for a holiday or to visit family but you may also study for no more than a month, you can use this form.

#### 8.7 Where will you stay in the UK?

Please provide the full address, telephone number and email address of all the places where you will be staying during your visit, including hotels.

# 8.8 Do you have any friends in the UK?

Answer Yes/No. If 'Yes', please provide the full name, nationality, address, telephone number, their permission to stay in the UK and explain how they are related to you e.g. "My mother's brother's son"

# Definition of a family member

A "member of the applicant's family" is any of the following persons who is permanently settled in the UK"

- Spouse, civil partner, father, mother, son, daughter, brother or sister;
- Grandfather, grandmother, grandson or granddaughter;
- Spouse or civil partner's father, mother, brother or sister;
- Son or daughter's spouse or civil partner;
- Stepfather, stepmother, stepson, stepdaughter, stepbrother or stepsister; or
- Unmarried partner with whom they have lived as a couple for at least two of the last three years.

In addition, children adopted under an adoption order recognised in UK law are treated as if they are the natural children of the adoptive parents.

# 8.9 Do you have any relatives in the UK?

Answer Yes/No. If 'Yes' please provide details of all your relatives in the UK in the space provided including name, nationality, exact relationship to you and their permission to be in the UK. If you require more space please use Part 9 – Additional Information. If you have no other family members in the UK please state 'None'.

8.10 Do you intend to visit any of these relatives? Answer Yes/No.