



# 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

**NOTE: 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	Forename(s): ..... Surname: .....
Sex of Applicant <i>(as appears on passport)</i>	<input type="checkbox"/> Male <input type="checkbox"/> Female
Date of Birth:	Day .....Month.....Year.....
Current Country of Residence:	.....
Passport Number:	.....



## 2. Information about any other person accompanying the applicant

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

*(Please continue on additional sheet if needed)*

## 3. Details of High Commission / Embassy

Please provide full details of the High Commission, Embassy or Visa Office that you have/will be submitting your application to.

Name of High Commission / Embassy	Address

## 4. Information about the Sponsor

Full Name	Forename(s): ..... Surname: .....
Address	House Name / Number..... Street: ..... .....Post Code.....



<p>Contact Details</p>	<p>Telephone: .....</p> <p>Mobile: .....</p> <p>Email: .....</p>
<p>Relationship to Applicant</p>	<p>.....</p>

## 5. Information about the property to be inspected

<p>Address</p>	<p>House Name / Number.....</p> <p>Street: .....</p> <p>.....Post Code.....</p>
<p>Ownership of property</p>	<p><input type="checkbox"/> Owned by Applicant</p> <p><input type="checkbox"/> Owned by Sponsor</p> <p><input type="checkbox"/> Rented from another party.</p>

If you have selected “Rented from another party” above, please provide name & address of the owner and/or agent of the property below.

Full Name	Address	Interest in Property (Owner / Agent)



### Details of Amenities

Number of bedrooms	
Number of living/dining rooms	
Number of bathrooms	
Number of toilets	
Number of kitchens	
Number of other rooms <i>(please specify)</i>	

### Details of Occupation

Please provide the following details about ALL persons who normally live at the property.

Full Name	Date of Birth	Sex (Male / Female)	Related to Sponsor? (Yes / No)

*(Please continue on additional sheet if needed)*



## 6. Documents to be supplied with this application form

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

If property is **owned by the applicant or sponsor**, please also provide

<input type="checkbox"/>	Completed Owner's Certificate of Title
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If property is **rented from another party**, please also provide

<input type="checkbox"/>	Completed Landlord's Consent Certificate
<input type="checkbox"/>	Current valid Landlord's Gas Safety Certificate (if applicable)
<input type="checkbox"/>	Current valid Electrical Installation Condition Report (EICR)



## 7. 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.

Signature: .....

Print Full Name: .....

Date: .....

**Please return the completed form to the details below.**

**Fee can be paid by telephone by calling 023 8068 8000 or by cheque made payable to Eastleigh Borough Council.**

Email to:

[eh@eastleigh.gov.uk](mailto:eh@eastleigh.gov.uk)

Post to:

Housing Standards – Health & Wellbeing  
Eastleigh Borough Council  
Eastleigh House  
Upper Market Street  
Eastleigh  
SO50 9YN



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): .....

Print Full Name(s): .....

Date: .....

Address Consent Relates To:

House Name / Number.....

Street: .....

.....Post Code.....



Information in Support of an  
Immigration Accommodation Certificate

## 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 with this application.

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## Certificate of Title

We certify that the applicant/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: \_\_\_\_\_