

# GUIDANCE ON SETTLEMENT VISA

## Sponsored by a Relative

*You must submit original documents with one photocopy of each, your originals will be returned after the final decision has been made by an Entry Clearance Officer*

APPLICANT'S CHECKLIST		Checklist for Settlement - To Join Relative Visa Application		UK VAC CHECKLIST	
YES	NO	ORDER OF DOCS		YES	NO
			A completed visa application form: Settlement Form (VAF4 OCT 2007).		
			Current passport with recommended validity of at least 6 months and any old passports.		
			Visa fee in pesos ( We can accept Manager's Check Made payable to British Embassy- Manila and Over the Counter Receipt payment from any of the ff. Standard Chartered Bank/ Metrobank/ Banco de Oro and BPI).		
			One recent coloured and unframed passport size photograph taken with a light background. Approximate size should be 45mm x 35 mm.		
		1	A full copy of the sponsor's passport, including the personal details page and all stamped pages.		
		2	Evidence that your sponsor has adequate accommodation. Mortgage documents or a rent book is acceptable, along with a description of the property. If renting, a written agreement from the landlord for you to stay there.		
		3	Evidence that sponsor can support you financially. We would recommend you supply up-to-date detailed bank statements and other savings covering a period of 6 months prior to the date of application and evidence of employment.		
		4	Evidence that your sponsor has permanent residence in the UK. Not applicable if your sponsor has a British Nationality.		
		5	A letter of support from your sponsor.		
		6	Evidence that you and your sponsor have remained in contact during sponsor's absences from the Philippines. Telephone bills, copies of emails and personal letters may help to show this. Please note that you are not legally obliged to provide such correspondence, however, they may assist the Entry Clearance Officer in reaching a decision on your application.		
		7	Your birth certificate on National Statistics Office (NSO) security paper. If you were born outside of the Philippines then the original birth certificate will be required.		
		8	If you are joining just one of your parents/relative evidence will be required as to the whereabouts of the other parent.		
		9	A Sponsorship Undertaking Form duly accomplished by the sponsor.		
		10	Any other supporting documents.		
<b>Important Reminder: Please arrange your documents in the order listed under "Order of Docs" column. Thank you</b>					

**I CONFIRM THAT ALL THE ABOVE ORIGINAL DOCUMENTATION I HAVE SUBMITTED IN SUPPORT OF MY APPLICATION FOR A VISA TO THE UK IS GENUINE. TO THE ORIGINATORS OF THESE DOCUMENTS, I HEREBY, AUTHORISE THE DOCUMENT VERIFICATION TEAM, IN THE VISA SECTION AT THE BRITISH EMBASSY TO MAKE WHATEVER CHECKS THEY REQUIRE TO VERIFY THE SUBMITTED DOCUMENTS AUTHENTICITY.**

ORIGINAL DOCUMENTS RECEIVED:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

\_\_\_\_\_  
Applicant's signature over printed name

\_\_\_\_\_  
CSR's signature over printed name

UKVACS plays no role in the decision making process of your application, this remains the sole responsibility of the Visa Section at the British Embassy, Manila.

• **DISCLAIMER**

The above checklist is meant as guidance only. It is not a comprehensive list of the documents you should submit in support of your application and submission of these documents does not guarantee that your application will be issued. It is your responsibility to submit original documentation that you believe will help demonstrate to the Entry Clearance Officer that you can meet the criteria for entry to the UK in the category that you have applied. Further free guidance on the criteria for entry to the UK can be obtained from the UKvisas website, [www.ukvisas.gov.uk](http://www.ukvisas.gov.uk)