

## ANNEX TO Q&AS: DOCUMENTS TO PROVE RESIDENCY IN UK

List of "preferred evidence" (because one document can cover a lengthy period of time):

*Where you are required to provide documents to prove that you are resident in the UK, the Home Office guidance to their staff lists the below examples. The guidance states that there is "evidential flexibility" and that the caseworkers should work with the applicant to help them evidence their residency. The caseworker can ask you for more evidence if needed and must give you a reasonable timeframe for you to provide this.*

*You may submit more than one type of evidence for different periods of your time in the UK.*

1. Annual bank statement or an account summary covering a 12 month period, showing payments received or spending in the UK in at least six months of that 12 month period;
2. Annual business accounts of a self-employed person
3. Dated and signed letter from an employer, confirming the duration of a period of UK-based employment which has been undertaken, and confirmation of the employer's status (such as registration with HMRC or Companies House) - this will be considered evidence of residence for the period of that employment;
4. P60 for a 12 month period (you may need to provide additional evidence to confirm that you have been resident in the UK for at least 6 months of that period);
5. P45 confirming the duration of a period of employment which has ceased;
6. Dated and signed letter from an accredited organisation in the UK confirming physical attendance at a course and its duration, or confirming enrolment on a course accompanied by dated and signed evidence of completion (such as a qualification certificate);
7. Dated and signed letter from a registered care home confirming the period of residence in the home;
8. Dated, addressed invoice from an accredited organisation for school, college or university fees for education requiring physical attendance in the UK, which includes the name of the student, and accompanying evidence of payment;
9. Documentation issued by the student finance body for England, Wales, Scotland or Northern Ireland or the Student Loans Company that shows a UK address, such as an entitlement notification or repayment statement;
10. Residential mortgage statement or tenancy agreement, and accompanying evidence of the mortgage or rent being paid (for example, confirmation from the lender or landlord);
11. Dated, addressed council tax bill will be treated as evidence of residence for the period covered by the bill; or

Evidence of an employer making pension contributions will be treated as evidence of residence for the period covered by the contributions where the employment requires physical presence in the UK.