



You should read this information guide to help you decide which documents will be useful in supporting the statements that you have made on your visa application form (VAF).

It is not a list of documents that you must submit. We do not expect you to provide all of the documents listed below, it is for you to decide which documents are most relevant to your application.

The submission of all or any of these documents does not guarantee that your application will be successful.

Guide to supporting documents

Visiting the United Kingdom (UK)

Information about you

These documents are important because they provide information about your personal circumstances in the country in which you are applying.

A current and valid travel document or passport	You will not be issued a visa if you do not have one of these
One passport sized colour photograph	This must comply with the requirements in our photo guidance
Evidence of your permission to be in the country where you are applying, if you are not a national of that country	This must show your current immigration status. It could be a residence permit, 'green card' or valid visa.
Previous passports	These are to show your previous travel history
Evidence of your marital status	This could include a marriage certificate, a civil partnership certificate, a divorce certificate or a death certificate
Evidence of your current employment or studies	<p>This could include:</p> <ul style="list-style-type: none">➤ a letter from your employer on company headed paper – this should list your salary and the length of your employment, confirm that you have been given time off work, and state whether this time off is paid or unpaid. You should consider submitting further documents which could support an employment letter such as, pay slips or tax returns. If you have recently entered new employment you should consider providing details of your previous employment and salary history.➤ a letter from your education provider on headed paper – this should confirm your enrolment and leave of absence➤ business registration documents confirming the business owner's name and the date when the business started trading

Information about your finances and employment

You can submit any of the following financial documents. You should include evidence of your total monthly income from all sources, for example employment, friends, family, personal savings or property. This will help us assess your circumstances in your own country and will provide us with evidence of how your trip is to be funded. You should provide this information even if someone else is paying for your trip.

- If someone else is paying for your trip then they should provide the same information about their finances and employment.
- If you are providing documents from a joint account you should explain who the other account holders are, and why you have permission to spend money from the account

- If your spouse or partner is employed you should also provide their employment and financial details

Bank statements or bank books	These should show what has been paid in and out of an account for up to the previous six months, and should name the account holder. If you have made deposits in your account that are not in keeping with the account history then you may wish to explain the origins and timing of these deposits.
Bank letter or balance certificate	This should show the account balance, the account holder's name and the date when the account was opened. If you provide this document you should consider providing additional documents to show the origins of the money in your account.
Payslips	These should cover up to the previous six months. If your salary is paid directly into your bank account, you should provide the statements showing these payments
Tax returns (business or personal)	You should include recent documents from your government tax office, confirming your income and the amount of tax that you have paid
Business bank account statements	If you include these you will need to explain why you are allowed to spend the money from a business account if you are on a private visit
Evidence of income from property or land	This could include property deeds, mortgage statements, tenancy agreements, accountant's letters, land registration documents or crop receipts. If the property or land is registered in several names, you will need to explain how much you own. If the money earned from the land is shared, you should say how it is divided

Accommodation and travel details

You can submit any of the following documents to provide us with evidence of your accommodation and that you intend to leave the UK at the end of your visit. We advise that you do not make any payments for accommodation, travel and so on until you have received your visa.

Details of accommodation and return travel bookings	<p>This could be:</p> <ul style="list-style-type: none">➤ hotel booking confirmation (usually email)➤ travel booking confirmation (can be email or copy of tickets)➤ travel agent confirmation of both➤ accommodation details with a supporting letter from the occupant confirming that you are able to stay there
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Information about your visit to the UK

Depending on the reason for your visit, you may need to provide some of the following documents to help to show us what you plan to do while you are in the UK.

In some locations you can only apply by making an online application. You should check on our [supported countries page](#) to see if you have to or if you are able to make an online application. If you make an [online application](#) you must also print it off and submit with your supporting documents

General Visitor/ Tourist

Completed visa application form	<ul style="list-style-type: none">➤ If your country does not support online applications you must complete and submit a VAF1A.
A planned itinerary, if you have one	<p>This could include:</p> <ul style="list-style-type: none">➤ bookings or tickets for any excursions, trips and outings➤ email conversations about any excursions, trips and outings➤ travel agent bookings

Supporting letter(s) from your friend or sponsor in the UK	<p>This could include a variety of any of the financial documents outlined above in the finances section.</p> <p>You should also supply evidence of their immigration status in the UK, this could be copies of:</p> <ul style="list-style-type: none"> ➤ bio-data pages from their passports ➤ valid visa or immigration stamp from their passport ➤ Home Office letter confirming permission to stay in the UK
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Family Visitor

If you want to come to the UK as a Family Visitor you should check our [guidance - Visiting family](#) to make sure that you qualify.

Completed visa application form	If your country does not support online applications you must complete and submit a VAF1B
A planned itinerary, if you have one	<p>This could include:</p> <ul style="list-style-type: none"> ➤ bookings or tickets for any excursions, trips and outings ➤ email conversations about any excursions, trips and outings ➤ travel agent bookings
Evidence and supporting letter from your family member in the UK that you intend to visit	<p>This could include a variety of any of the financial documents outlined above in the finances section.</p> <p>You should also supply evidence of their immigration status in the UK, this could be copies of:</p> <ul style="list-style-type: none"> ➤ bio-data pages from their passports ➤ valid visa or immigration stamp from their passport ➤ Home Office letter confirming permission to stay in the UK

Business Visitor

Completed visa application form	If your country does not support online applications you must complete and submit a VAF1C
Evidence of who invited you to the UK	A letter of invitation from the business on their official headed paper confirming who you will be visiting, staying with or supported by during your visit.
Evidence of any previous dealings with the UK company that you are visiting	<p>This could include any evidence of</p> <ul style="list-style-type: none"> ➤ business meetings ➤ email conversations ➤ company activities/ invoices

Prospective Entrepreneur

This is a special visitor category created to enable individuals to come to secure funding in order to set up or run a business in the UK with a view to meeting the financial criteria under Tier 1 Entrepreneur route within 6 months. This category has specific documentary requirements.

Completed visa application form	If your country does not support online applications you must complete and submit a VAF1C
Evidence that you satisfy UKBA's requirements	<p>You must satisfy the UKBA's evidence requirements by providing:</p> <ul style="list-style-type: none"> ➤ a letter from one or more FSA-registered Venture Capitalists* supporting the application; and / or ➤ a letter from one or more UK Government Departments** supporting the application; and / or ➤ a letter from one or more UK entrepreneurial seed funding competitions which is listed as endorsed on the UK Trade & Investment website.

	<p>A definition for Venture Capitalists can be found on the Business Link website. Venture Capitalists must be regulated as venture capitalists by the Financial Services Authority (FSA). See the FSA website.</p> <p>** Please see Directgov website for information on UK Government Departments.</p>
Requirements for letters of support	<p>Each letter must:</p> <ul style="list-style-type: none"> ➤ be an original document and not a copy; ➤ be on the institution's official headed paper; ➤ have been issued and signed by an authorised official of that institution; and ➤ have been produced within the three months immediately before the date of your visa application. <p>The letter has specific content requirements. To ensure that you meet these requirements you should read the information set out in the main UKBA web pages.</p>

Student Visitor

Completed visa application form	If your country does not support online applications you must complete and submit a VAF1D
Evidence that you have been unconditionally accepted or enrolled on a course of study in the UK	<p>This should be a letter of acceptance from the UK educational institution on their official headed paper providing the following details</p> <ul style="list-style-type: none"> ➤ name of the course ➤ duration of the course ➤ cost of the course (including accommodation if appropriate)
Evidence of any previous study or qualifications gained	<p>This could include</p> <ul style="list-style-type: none"> ➤ a certificate of award ➤ academic reference or transcript
Evidence of any English language ability or qualifications	<p>This could include</p> <ul style="list-style-type: none"> ➤ test result certificate (IELTS, TOEFL, PTE Academic) ➤ certificate of award (for degrees taught in English)
Evidence of your financial sponsor's occupation, income and any savings or assets they have, as well as any funds they have set aside specifically to pay for your studies	<p>This could include a variety of any of the financial documents outlined above in the finances section.</p> <p>You should also supply evidence of their immigration status in the UK, this could be copies of:</p> <ul style="list-style-type: none"> ➤ bio-data pages from their passports ➤ valid visa or immigration stamp from their passport ➤ Home Office letter confirming permission to stay in the UK
Tuberculosis (TB) testing (where applicable) for student visitors studying English language courses only longer than 6 months	Residents from certain countries applying for a visa to come to the UK for longer than 6 months need to get a certificate confirming that they are free from infectious Tuberculosis (TB) before applying for a visa. A list of these countries along with information on TB testing can be found on the UKBA pages .

Academic Visitor

Completed visa application form	If your country does not support online applications you must complete and submit a VAF1E
Evidence that you have been invited to the UK by the academic institution you will attend	This could include your formal letter of invitation and should confirm the information that you have provided to us.

Evidence that you have been working as an academic in an institution of higher education or in the field of your academic expertise immediately prior to your visa application.	This could include evidence of <ul style="list-style-type: none"> ➤ business meetings ➤ email conversations ➤ company activities ➤ employment contract
Details of any grants or bursaries relevant to your application	This could include documents from the donor on their official headed paper providing details of the bursary or grant that you have been awarded

Marriage Visitor

Completed visa application form	If your country does not support online applications you must complete and submit a <u>VAF1E</u>
Evidence to show that arrangements have been made for the marriage or civil partnership to take place during your visit or if not, that you have given the appropriate notification	This could include: <ul style="list-style-type: none"> ➤ proof that you have given notification of marriage to the registry office in the UK where your partner lives ➤ details of the marriage or civil partnership and evidence of money paid towards costs related to it
Evidence to show that you are free to marry or enter into a civil partnership	This could include a: <ul style="list-style-type: none"> ➤ decree nisi ➤ decree absolute ➤ death certificate of a previous partner

Medical Visitor

Completed visa application form	➤ If your country does not support online applications you must complete and submit a <u>VAF1G</u>
Evidence that the hospital or clinic has agreed to treat you	This could include: <ul style="list-style-type: none"> ➤ appointment letter from the hospital detailing the cost and duration of treatment ➤ letter from your consultant
Evidence to show how the treatment is being paid for	This could include a variety of any of the financial documents outlined above in the finances section

Visitor in Transit and Direct Airside Transit

Completed visa application form	If your country does not support online applications and <ul style="list-style-type: none"> ➤ you are a Visitor in Transit you must complete and submit a <u>VAF1H</u> ➤ you are applying for a Direct Airside Transit visa you must complete and submit a <u>VAF6</u>
Evidence that the earliest onward passage from the UK has been booked/confirmed, and that it is either within 24 hours of arrival in the UK for Direct Airside Transit or 48 hours of arrival in the UK for Visitor in Transit	This could be: <ul style="list-style-type: none"> ➤ travel booking confirmation (can be email or copy of tickets) ➤ travel agent confirmation
Evidence that you are assured entry into the onward country that you are travelling to	It could be <ul style="list-style-type: none"> ➤ a residence permit ➤ 'green card' ➤ valid visa

Sports Visitor and Entertainer Visitor

Completed visa application form	If your country does not support online applications and ➤ you are a Sports visitor you must complete and submit a VAF1J ➤ you are an Entertainer visitor you must complete and submit a VAF1K
Evidence of your invitation to attend the event	This should be an invitation letter from the organisers of the event on their official headed paper.
Supporting letters from any sponsor's	This could be provided by an official sporting or entertainment organisation, confirming who you will be visiting, staying with or supported by during your visit.

Olympics/ Paralympic Games Visit Visa

'Games Family Members' who will be travelling to the UK for meetings, training camps and test events outside of the Games Period may be eligible to apply for the Olympic/Paralympic Games Visit visa. Applicants will be subject to the same controls as other visitors, and visa nationals will be required to submit their biometrics and pay the visa fee as part of their visa application. You should also consider submitting supporting documents as detailed in the Information about you, Information about your finances, employment, accommodation and travel details section above.

Completed visa application form	➤ If your country does not support online applications you must complete and submit a VAF1A .
Evidence that you are eligible to apply for a visa under the London Organising Committee for the Olympic and Paralympic Games (LOCOG) scheme	This should be an original letter, or a scanned letter including a unique reference number, from the London Organising Committee for the Olympic and Paralympic Games (LOCOG) confirming that: ➤ you are eligible to apply for a visa under this scheme. ➤ your date of arrival and departure from the UK ➤ your job title and the name of the organization that you represent ➤ the name of the person or department at LOCOG that you are visiting or ➤ the meeting/workshop/event that you are attending and how this is specifically relevant to the Olympics or Paralympics. Scanned invitation letters should also contain your passport number.

Information about children

If you apply as a child visitor, you should provide your birth certificate.

If you are an adult (other than the parent or legal guardian) travelling with a child, you may be asked to present the parents' or legal guardian's written consent. If you are the child's parent, you may be asked to provide evidence of the other parent's consent if they are not travelling with you.

This should be:

- a signed and dated letter from the child's parent or guardian
- an official letter from an authority confirming guardianship