

**APPLICATION FOR
AN EXTENSION OF STAY OR
INDEFINITE LEAVE TO REMAIN IN THE UK
IN ONE OF THE BUSINESS OR OTHER
CATEGORIES LISTED IN THIS FORM**

In addition to this application form, you need "Applying on Form BUS: Guidance Notes", which you can get from our website at www.bia.homeoffice.gov.uk or by calling 0870 241 0645.

**THE ADDRESS TO WHICH YOU MUST POST
YOUR APPLICATION ON FORM BUS IS:**

**Border and Immigration Agency
Leave to Remain - BUS
PO Box 495
Durham
DH99 1WR**

Business person

Sole
representative

Retired person
of independent
means

Investor

Innovator

**This form is
valid only for
applications
made on or after
2 April 2007**

GUIDANCE ON COMPLETING PAYMENT DETAILS

The fee

Applications in any of the categories on this form may only be made by post or courier - the premium same day service at our Public Enquiry Offices is not available. The fee is **£750** whether you are applying for an extension of stay or indefinite leave to remain.

There is only one fee per application form. You may include your spouse, civil partner, unmarried or same sex partner and/or children under the age of 18 for no additional fee if they are applying as your dependants. But if they apply separately, they must pay the prescribed fee.

Children aged 18 or over cannot be included. They must apply individually and pay the prescribed fee in each case.

How can you pay?

You can pay by any of the following methods:

- Cheque
- Postal Order
- Credit card - Visa (including Electron) or MasterCard only
- Debit card - Delta, Maestro*, Switch (including Solo)
- Banker's draft

We do not accept any other form of payment. **Please don't send cash.**

* Please note that we will only accept Maestro cards issued in the UK.

If submitting more than one application form at the same time, you must make a separate payment for each form.

Cheques and postal orders

You must make the cheque or postal order payable to **'Home Office Leave to Remain'** and cross the cheque or postal order A/C Payee only.

Please write the full name, nationality and date of birth of the main applicant on the back of each cheque and/or postal order and keep the postal order stub(s).

Please make sure that the date and the amount (words and figures) are correct and that the cheque is signed properly.

Please attach your cheque or postal order to the front of the application form.

Completing the payment details page

To ensure that your payment is processed without any delay, please follow the guidance opposite when completing the next page.

Applicant's details (1 to 5)

- 1** Full name of main applicant as given in his or her passport.
- 2** Nationality of main applicant. If more than 25 letters, please abbreviate.
- 3** Date of birth (day/month/year - eg 3 January 1980 should be written 03 (day) 01 (month) 1980 (year)).
- 4** Home Office reference (if you have one).
- 5** The address of the person named in 1.

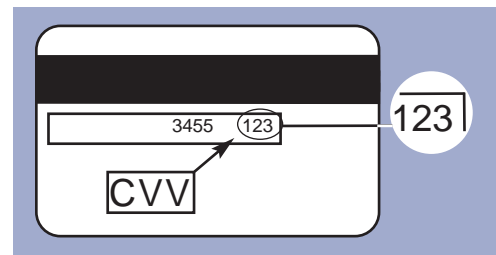
Contact details for payment queries (6 to 7)

We need the details of the person to contact if we have a question about the payment. The contact may be different from the name given in 1 if an immigration adviser or other person is making the payment. Complete 6 to 7 as shown below only if the payer's name and address are different from those of the applicant.

- 6** The name of the contact.
- 7** The address of the person named in 6.

Method of payment (8 to 15)

- 8** Tick one of the boxes to show method of payment.
- 9** If paying by cheque, enter the cheque number, account number and bank sort code.
- 10** If paying by card, tick one of the 5 boxes to show the type of card.
- 11** Tick the fee which you are paying.
- 12** Complete 12-15 only if paying by card.
- 14** The card security number is a three-digit security code known as the card verification value (CVV). It consists of the last three numbers on the signature strip on the back of the card as shown below.



- 15** It is the person named on the credit/debit card who must sign and date.

If you are producing a double-sided copy of this application form, please include this page and make sure it falls on the reverse of the payment details page in the two-sided copy.

For administrative reasons, it's important that the rest of the form begins with Section 1 - Applicant's Details facing upwards.

SECTION 2 - DEPENDANTS INCLUDED IN YOUR APPLICATION

If you have a partner and/or any children under 18 living in the UK and they are applying for an extension of stay or indefinite leave to remain in the UK as your dependants, this is where you give their details. Unless otherwise stated, the word "partner" in this form means your spouse, civil partner, unmarried or same sex partner. If more than 3 children are applying, please give their details, with photographs, on a copy of this page and enclose it with this form.

Attach two identical photographs of your partner here with a staple or paper clip

Do not use glue or other sticky adhesive

Your partner's full name

Nationality

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Date of birth

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Day Year Gender - please tick

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Male Female

Relationship to you - please tick

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Spouse Civil partner Unmarried partner Same sex partner

Attach two identical photographs of your child here with a staple or paper clip

Do not use glue or other sticky adhesive

Child's full name

Nationality

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Date of birth

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Day Month Year Gender - please tick

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Male Female

Relationship to you - please tick

<input type="checkbox"/>	<input type="checkbox"/>
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Son Daughter

Attach two identical photographs of your child here with a staple or paper clip

Do not use glue or other sticky adhesive

Child's full name

Nationality

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Date of birth

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Day Month Year Gender - please tick

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Male Female

Relationship to you - please tick

<input type="checkbox"/>	<input type="checkbox"/>
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Son Daughter

Attach two identical photographs of your child here with a staple or paper clip

Do not use glue or other sticky adhesive

Child's full name

Nationality

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Date of birth

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Day Month Year Gender - please tick

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Male Female

Relationship to you - please tick

<input type="checkbox"/>	<input type="checkbox"/>
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Son Daughter

SECTION 3 - WHICH CATEGORY?

Please tick a box below to show us the category in which you are applying and whether you are applying for an extension of stay or indefinite leave to remain in the UK.

	Extension of stay		Indefinite leave to remain	
Business person	<input type="checkbox"/>	Complete all sections except sections 4 and 6	<input type="checkbox"/>	Complete all sections
Sole representative	<input type="checkbox"/>	Complete all sections except sections 4 and 6	<input type="checkbox"/>	Complete all sections
Retired person of independent means	<input type="checkbox"/>	Complete all sections except sections 4 and 6	<input type="checkbox"/>	Complete all sections
Investor	<input type="checkbox"/>	Complete all sections except sections 4 and 6	<input type="checkbox"/>	Complete all sections
Innovator	<input type="checkbox"/>	Complete all sections except sections 4 and 6	<input type="checkbox"/>	Complete all sections

SECTION 4 - KNOWLEDGE OF LANGUAGE AND LIFE IN THE UK

Do not complete this section if you are applying for an extension of stay.

This section is about the new requirements concerning knowledge of language and life in the UK which you and any dependants have to satisfy to qualify for indefinite leave to remain if you are aged 18-64. If you have not already done so, you should read the information about these requirements in the separate guidance notes.

4.1 Are you under 18 or aged 65 or over? Yes No
*If you have answered **no**, continue below. If you have answered **yes**, continue below only if your partner is included in the application, otherwise go to section 5.*

4.2 If your partner is included in the application, is he or she under 18 or aged 65 or over? Yes No
*If you have answered **no**, continue below. If you have answered **yes**, or if a partner is not included in the application, continue below only if you have answered **no** in reply to **4.1**, otherwise go to section 5.*

4.3 Have you and/or a partner included in this application obtained one of the relevant qualifications listed below to show that you have sufficient knowledge of the English language and life in the UK? Please tick below and see **Note 1**.

Relevant qualifications

A pass in the test known as the **Life in the UK test**; or one of the following English for Speakers of Other Languages (ESOL) qualifications:

An ESOL “Skills for Life” qualification in speaking and listening at Entry Level or

Two ESOL Units at Access Level under the Scottish Credit and Qualifications Framework approved by the Scottish Qualifications Authority.

You		Your partner	
Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>

4.4 If you have answered **yes** to **4.3**, tick one or more of the boxes opposite to show which qualification(s) (ie Life in the UK test or either of the two relevant ESOL qualifications) you and/or your partner have obtained.

Life in the UK test	ESOL qualification	Life in the UK test	ESOL qualification
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4.5 If you and/or your partner have answered **no** to question **4.3**, are you claiming exemption from this requirement because a physical or other condition prevents you from taking the Life in the UK test or doing an ESOL course? See **Note 1** below.

Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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Note 1 If you are aged 18-64 and have answered “no” to questions 4.3 and 4.5, you should not be applying for indefinite leave to remain. Please see the separate guidance notes.

If your partner is aged 18-64 and has answered “no” to questions 4.3 and 4.5, his/her application will be refused even if your application is successful. Please see the separate guidance notes.

If you and/or your partner have answered “no” to question 4.3 but “yes” to question 4.5, you must provide a doctor’s letter or similar evidence confirming that you and/or they are unable to take the test or do an ESOL course.

SECTION 5 - YOUR HOME AND YOUR FINANCES

- 5.1** Is your home in the UK: a) owned by you? b) rented from a local authority by you? c) privately rented by you? d) owned or rented by a relative or friend? e) other - please give details below

- 5.2** Do you or your partner, or both, pay any rent or mortgage for your home? Yes No If so, how much do you pay each month? £

- 5.3** Are you working in the UK? Yes No If so, what is your pay each month after income tax and other deductions? £

- 5.4** Is your partner working in the UK? Yes No If so, what is his/her pay each month after income tax and other deductions? £

- 5.5** Does a relative or friend of you or your partner, or both of you, regularly give you money? Yes No If so, how much do you receive each month? £

- 5.6** Are you receiving any public funds? Yes No

The public funds which are relevant for the purposes of the Immigration Rules are listed below. If you have answered yes to question 5.6, you must tick the relevant box(es) to show which of these are being received.

Housing or Homelessness assistance	<input type="checkbox"/>	Disability Living Allowance	<input type="checkbox"/>	Council Tax Benefit	<input type="checkbox"/>	State Pension Credit	<input type="checkbox"/>
Attendance Allowance	<input type="checkbox"/>	Income Support	<input type="checkbox"/>	Child Benefit	<input type="checkbox"/>	Child Tax Credit	<input type="checkbox"/>
Severe Disablement Allowance	<input type="checkbox"/>	Working Tax Credit	<input type="checkbox"/>	Income based Jobseeker's Allowance	<input type="checkbox"/>		
Carer's Allowance	<input type="checkbox"/>	Social Fund payment	<input type="checkbox"/>	Housing Benefit	<input type="checkbox"/>		

SECTION 6 - ABSENCES FROM THE UK

This section must only be completed by applicants applying for indefinite leave to remain.

- 6.1** When did you (the main applicant) first enter the UK? This refers to the date of your first entry into the UK at the beginning of the 5-year period of stay on which this application is based.
- | | | |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Day | Month | Year |
| <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> | <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> | <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> <input style="width: 30px;" type="text"/> |

- 6.2** Since then have you had any absence(s) from the UK? If **yes**, give the dates of and reason(s) for the absences in the spaces below. List all absences, however short, including all of 3 months or more. Yes No

Dates of absence(s)	Reason(s) for absence(s)

SECTION 7 - PERSONAL HISTORY

You must answer all the questions in this section on behalf of yourself and any dependants included in this application. It is an offence under Section 26(1)(c) of the Immigration Act 1971 to make a statement or representation which you know to be false or do not believe to be true. Information given will be checked with other agencies.

7.1 Do you or any dependants included in this application have any criminal convictions in the UK or any other country (including traffic offences) or any civil judgments made against you? Yes No

*If you have answered **yes** to question 7.1 above please give details below for each criminal conviction and/or civil judgment, starting with the most recent one - but first see **Note 2** about criminal convictions. If you or any dependants included in this application have received more than two convictions and/or civil judgments, give details on a copy of this page and enclose it with this form .*

Note 2 Convictions spent under the Rehabilitation of Offenders Act 1974 need not be disclosed. More information about the Act is given towards the end of this section.

Name of person convicted or against whom a civil judgment was made

Nature of the criminal offence or the civil action (give details on a separate sheet and enclose it with this form if you need more space)

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Details of the sentence or civil judgment (give details on separate sheet if you need more space)

Date of sentence/judgment

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Country where the sentence was passed or the civil judgment was made

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Name of person convicted or against whom a civil judgment was made

Nature of the criminal offence or civil action (give details on separate sheet and enclose it with this form if you need more space)

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Details of the sentence or civil judgment (give details on separate sheet if you need more space)

Date of sentence/judgment

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Country where the sentence was passed or the civil judgment was made

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For help in answering the questions below, please see the definitions on the next page.

7.2 Have you or any dependants included in this application ever been charged in any country with a criminal offence for which you have not yet been tried in court? Yes No

7.3 In times of either peace or war have you or any dependants included in this application ever been involved, or suspected of involvement, in war crimes, crimes against humanity or genocide? Yes No

7.4 Have you or any dependants included in this application ever been involved in, supported or encouraged terrorist activities in any country? Yes No

7.5 Have you or any dependants included in this application ever been a member of, or given support to, an organisation which has been concerned in terrorism? Yes No

7.6 Have you or any dependants included in this application 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? Yes No

SECTION 7 - PERSONAL HISTORY(continued)

7.7 Have you or any dependants included in this application ever engaged in any other activities which might indicate that you may not be considered to be persons of good character? Yes No

If you have answered **yes** to question **7.2, 7.3, 7.4, 7.5, 7.6** or **7.7** above please give further details in the space provided below. If you need more space, continue on a separate sheet.

REHABILITATION OF OFFENDERS ACT 1974

The Rehabilitation of Offenders Act 1974 enables criminal convictions to become 'spent' or ignored after a 'rehabilitation period'. The length of the rehabilitation period depends on the sentence given. For a custodial (prison) sentence the rehabilitation period is decided by the original sentence, not the time served. Prison sentences of more than two and a half years can never become spent and should always be disclosed. Further information on rehabilitation periods can be found at Nacro's Resettlement Plus Helpline on **020 7840 6464** or by obtaining a free copy of their leaflet on **020 7840 6427**.

DEFINITIONS

For the purposes of answering questions **7.3** to **7.7**, the following information provides guidance on actions which may constitute war crimes, crimes against humanity, genocide, or terrorist activities.

This guidance is not exhaustive. The full definitions of war crimes, crimes against humanity and genocide can be found in Schedule 8 of the International Criminal Court Act 2001 at www.opsi.gov.uk/acts/acts2001/20010017.htm or purchased from The Stationery Office (telephone **0870 600 5522**). It is your responsibility to satisfy yourself that you are familiar with the definitions and can answer the questions accurately on behalf of yourself and any dependants included in the application.

War crimes

Grave breaches of the Geneva Conventions committed during an armed conflict. This includes an internal armed conflict and an international armed conflict. The types of acts that may constitute a war crime include wilful killing, torture, extensive destruction of property not justified by military necessity, unlawful deportation, the intentional targeting of civilians and the taking of hostages.

Crimes against humanity

Acts committed at any time (not just during armed conflict) as part of a widespread or systematic attack, directed against any civilian population with knowledge of the attack. This would include offences such as murder, torture, rape, severe deprivation of liberty in violation of fundamental rules of international law and enforced disappearance of persons.

Genocide

Acts committed with intent to destroy, in whole or in part, a national, ethnical, racial or religious group.

Terrorist activities

Any act committed, or the threat of action, designed to influence a government or intimidate the public and made for the purposes of advancing a political, religious or ideological cause and that involves serious violence against a person; that may endanger another person's life; creates a serious risk to the health or safety of the public; involves serious damage to property; is designed to seriously disrupt or interfere with an electronic system.

Organisations concerned in terrorism

An organisation is concerned in terrorism if it commits or participates in acts of terrorism; prepares for terrorism; promotes or encourages terrorism (including the unlawful glorification of terrorism); or is otherwise concerned in terrorism.

SECTION 8 - DOCUMENTS AND PHOTOGRAPHS

For your application to be valid and complete, you must provide the documents and photographs listed in this section which are relevant to your application. Tick the boxes next to the relevant items to show the documents and photographs you are providing. Attach the photographs to the spaces in sections 1 and 2 as instructed there.

8A All categories - extension of stay or indefinite leave to remain

- Two recent passport-size photographs of yourself** with your name on the back of each photograph. Please see the separate guidance notes for information on what types of photograph are acceptable.
- Two recent passport-size photographs of each dependant** included in section 2 and applying for an extension of stay or indefinite leave to remain in the UK with you, with their name on the back of each photograph.
- Your current passport or travel document.** If you last entered the UK on a previous passport or travel document, please also provide this document if you have it.
- Current passport(s) or travel document(s) for each dependant** included in section 2 and applying for an extension of stay or indefinite leave to remain in the UK with you. If they last entered the UK on previous passport(s) or travel document(s), please also provide these documents if you have them.
- Your police registration certificate** if you have been asked to register with the police.
- The police registration certificate(s) of each dependant** included in section 2 and applying for an extension of stay or indefinite leave to remain in the UK with you if they have been asked to register with the police.
- Evidence of your finances.** Bank statements, building society savings book(s), pay slips or other formal documents as evidence of your ability to maintain and accommodate yourself and any dependants without recourse to public funds. **If a relative or friend is supporting you,** please provide a letter from him/her confirming this together with bank statements or other documents of the kind described above as evidence of their financial situation. See **Note 3** below.

Note 3 *The documents showing the finances available to you and/or to the person supporting you should cover at least the last 3 months. We do not accept internet or cashpoint statements as evidence of finances.*

Knowledge of language and life in the UK If you have to complete section 4 and you and/or a partner included in the application are aged 18-64, you must provide one of the following documents for each of you.

- A Life in the UK test** pass notification letter or a relevant **ESOL** qualification.
- or
- A medical certificate** or similar document if you and/or your partner are claiming exemption from taking the Life in the UK test or doing an ESOL course because of a medical or other condition.

8B Business Person (Extension Of Stay)

To apply for an extension of stay as a business person, you must provide the following documents:

- Audited accounts for the period of your leave so far.** These should show the precise financial position of the business in which you are concerned and confirm that you have directly invested at least £200,000 of your own money in the business and maintained that investment (see **Note 4**).

Note 4 *Audited accounts are required by the immigration rules in all cases, regardless of the size of a business. If you are unable to provide audited accounts at this stage, draft or management accounts should be provided along with an explanation as to why audited accounts are not yet available.*

- If the amount of your investment is unclear from your accounts, **other evidence that you have directly invested at least £200,000 of your own money in the business and maintained that investment.**
- Evidence that you have commenced trading and created at least two new paid full-time jobs for persons already settled here.** In each case please give their name, position, salary, hours of work, date they started/ended (where applicable) and evidence of their immigration status, ie a copy of their birth certificate or passport (uncertified copies are acceptable in this instance).
- Evidence that your share of the profits of the business is sufficient to maintain and accommodate yourself** and any dependants without recourse to employment (other than your work for the business) or public funds.

SECTION 8 - DOCUMENTS AND PHOTOGRAPHS (continued)

8C Business Person (Indefinite Leave To Remain)

If you have completed, or have nearly completed, five years' continuous stay in the UK as a business person and you are applying for indefinite leave you must provide the following documents:

Audited accounts for the first four years of trading and management accounts for the fifth year (see Note 5).

Note 5 *If you are unable to provide management accounts for the fifth year as required by the immigration rules, draft accounts should be provided along with an explanation as to why management accounts are not available.*

Evidence to show that you have invested not less than £200,000 of your own money in the business throughout the five year period.

Evidence that you have maintained new paid full-time employment for at least two people settled in the UK throughout the five year period. In each case please give their name, position, salary, hours of work, date they started/ended (where applicable) and evidence of their immigration status, ie a copy of their birth certificate or passport (uncertified copies are acceptable in this instance).

Evidence that your share of the profits of the business is sufficient to maintain and accommodate yourself and any dependants without recourse to employment (other than your own business) or public funds.

All the passports you have held during the five year period, together with a list of your movements in and out of the UK since you first entered as a business person.

8D Sole Representative (Extension Of Stay)

To apply for an extension of stay as a sole representative, you must provide the following documents:

Confirmation from the parent company that their centre of operations remains outside the UK and that they wish to continue to employ you as previously.

Evidence that either a registered branch or wholly-owned subsidiary has been established in the UK. In the case of a registered branch this evidence should be provided by means of a Companies House Certificate of Registration. In the case of a wholly-owned subsidiary this evidence should be provided by means of a Companies House Certificate of Incorporation, together with either a copy of the share register or a letter from the company accountants confirming that all shares are held by the parent company.

Evidence that you are employed full-time as a sole representative. This is best provided in the form of documents such as a P60 and pay slips for the last three months.

Evidence that the UK operation is active. Such evidence may take different forms according to the nature of the business. If there are accounts for the business, you should provide these; you should also provide copy invoices, contracts and business letters.

8E Sole Representative - Indefinite Leave to Remain

If you have completed, or have nearly completed, five years' continuous stay in the UK as a sole representative and you are applying for indefinite leave you must provide the following documents:

Confirmation from the parent company that their centre of operations remains outside the UK and that they wish to continue to employ you as previously.

Evidence that a registered branch or wholly-owned subsidiary has been established in the UK and is still in existence. This is best provided in the form of a letter or documents from Companies House confirming that the structure of the UK operation has not changed.

Evidence that you have been employed full-time as a sole representative for a continuous period of 5 years. This is best provided in the form of documents such as P60s for the past 5 years and pay slips for the last 3 months.

All the passports you have held during the five year period, together with a list of your movements in and out of the UK since you first entered as a sole representative.

Evidence that the UK operation is active. Such evidence may take different forms according to the nature of the business. If there are accounts for the business, you should provide these; you should also provide copy invoices, contracts and business letters.

SECTION 8 - DOCUMENTS AND PHOTOGRAPHS (continued)

8F Retired Person Of Independent Means - Extension of Stay

To apply for an extension of stay as a retired person of independent means you must provide the following documents:

- Evidence that you have made the UK your main home since you were given leave to enter or remain in the UK as a retired person of independent means.** This is best provided in the form of all the passports you have held during this initial period. You should also provide a list of your movements in and out of the country during this period.
- Evidence that you have under your control and disposable in the UK an income of your own of not less than £25,000 each year.**

8G Retired Person Of Independent Means - Indefinite Leave to Remain

If you have completed, or have nearly completed, 5 years' continuous stay in the UK as a retired person of independent means and you are applying for indefinite leave you must provide the following documents:

- Evidence that you have made the UK your main home since you were given leave to enter or remain in the UK as a retired person of independent means.** This is best provided in the form of all the passports you have held during this initial period. You should also provide a list of your movements in and out of the country during this period.
 - Evidence that for a continuous period of 5 years, you have had under your control and disposable in the UK an income of your own of not less than £25,000 each year.**
-

8H Investor - Extension of Stay

To apply for an extension of stay as an investor, you must provide the following documents:

- Evidence that you have not less than £1 million of your own money under your control in the UK ; or that you own personal assets, taking into account any liabilities to which you are subject, which have a value exceeding £2 million and that you have not less than £1 million in money in your control.**
- Evidence that you have invested not less than £750,000 of your capital in the UK.**
- Evidence that you have made the UK your main home since you were given leave to enter or remain in the UK as an investor.** This is best provided in the form of all the passports you have held during this initial period. You should also provide a list of your movements in and out of the country during this period.

8I Investor - Indefinite Leave to Remain

If you have completed, or have nearly completed, 5 years' continuous stay in the UK as an investor and you are applying for indefinite leave you must provide the following documents:

- Evidence that you have made the UK your main home since you were given leave to enter or remain in the UK as an investor.** This is best provided in the form of all the passports that you have held during the five year period. You should also provide a list of your movements in and out of the country during this period.
- Evidence that you have maintained not less than £1 million of your own money under your control in the UK for a continuous period of five years; or that you own personal assets, taking into account any liabilities to which you are subject, which have a value exceeding £2 million.**
- Evidence that you have invested not less than £750,000 of your capital in the UK for a continuous period of 5 years.**

SECTION 8 - DOCUMENTS AND PHOTOGRAPHS (continued)

8J Innovator - Extension of Stay

To apply for an extension of stay as an innovator, you must provide the following documents:

- Evidence that you have set up a business that will create full-time paid employment for at least two persons already settled in the UK.** In each case please give their name, position, salary, hours of work, date they started/ended (where applicable) and evidence of their immigration status ie a copy of their birth certificate or passport (uncertified copies are acceptable in this instance).
- Evidence that you have maintained a minimum 5% shareholding of the equity capital.**
- A detailed summary of the business's activity during the first 2 years.**
- Statutory accounts during the first 2 years of trading.**
- Evidence that you are able to maintain and accommodate yourself and any dependants without recourse to public funds or other employment.**

8K Innovator - Indefinite Leave to Remain

If you have completed, or have nearly completed, five years' continuous stay in the UK as an innovator and you are applying for indefinite leave, you must provide the following documents:

- Statutory accounts for the last 4 years and management accounts for the final year.**
- Evidence that you have maintained new paid full-time employment for at least two people settled in the UK throughout the five year period.** In each case please give their name, position, salary, hours of work, date they started/ended (where applicable) and evidence of their immigration status, ie a copy of their birth certificate or passport (uncertified copies are acceptable in this instance).
- Evidence that you have maintained a minimum 5% shareholding of the equity capital for a continuous period of 5 years.**

SECTION 9 - DECLARATION

You must now read the declaration below and sign it. It must be signed by you (the applicant) and not by a representative or other person acting on your behalf.

I hereby apply for an extension of stay*/indefinite leave to remain (***please delete as applicable**) in the UK for myself and any dependants listed in this form. The information I have given in this form is complete and is true to the best of my knowledge. I also declare that the photographs submitted with this form are a true likeness of myself and any dependants included in the application, as named on the back of each photograph.

I confirm that if, before this application is decided, there is a material change in my circumstances or new information relevant to this application becomes available I will inform the Home Office.

I understand that all information provided by me to the Home Office will be treated in confidence but that it may be disclosed to other government departments, agencies, local authorities, the police, foreign governments and other bodies for immigration purposes or to enable them to perform their functions.

I understand that documents provided in support of this application will be checked for authenticity. False documents will be retained and may result in my application being refused and my case being referred to the UK Immigration Service and other relevant authorities for the purposes of my prosecution and subsequent removal from the United Kingdom.

I understand that the Home Office may also use the information provided by me for training purposes.

I am aware that it is an offence under the Immigration Act 1971, as amended by the Immigration and Asylum Act 1999 and the Nationality, Immigration and Asylum Act 2002, to make to a person acting in execution of any of those Acts a statement or representation which I know to be false or do not believe to be true, or to obtain or to seek to obtain leave to remain in the United Kingdom by means which include deception.

Signed

Date

DOCUMENT CHECKLIST

Please complete this part of the form. It will help us to make sure that we have received the documents you supplied and to keep a record of them while they are in our possession. The list is a standard one covering important documents which are common to most application types. Please state how many of each of the following you have provided.

Passports and/or travel documents Police registration certificates Birth certificates Marriage or civil partnership certificates Driving licences Other (please list below)

FOR OFFICIAL USE ONLY

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Signed

Date

APPLICANT'S CHECKLIST

To ensure that your application is valid and complete, please make the following checks before posting it. Tick each box that is relevant to your application.

Is BUS the right form for you and is it valid for use? See date on front page. Have you completed the Payment Details page as required and made the correct payment? Have you ticked a box in section 3 to show the category in which you are applying? Have you completed the rest of the form as specified?

Have you sent the documents specified in section 8 as listed below?

Current passport(s) or travel document(s) Photographs Police registration certificate(s) All other relevant documents specified in section 8

Have you signed and dated the declaration in section 9? If you are unable to send us any of the documents specified in section 8 which are relevant to your application, have you given an explanation and said when you will be able to send them?

Finally, please make sure that the application is addressed exactly as shown below.

**Border and Immigration Agency
Leave to Remain - BUS
PO Box 495
Durham
DH99 1WR**