



## Asylum & Immigration Act (1996)

### Guidance Note to Applicants

The Asylum & Immigration Act (1996) states that the person employed by an employer must have the current and valid permission to be in the UK and that permission does not prevent her/him taking the job in question. Therefore in order to comply with the Act, Choice Advocacy requires the successful applicant before starting employment to be able to produce one of the following original documents:

1. A document issued by a previous employer, the Inland Revenue, The Benefits Agency, The Contributions Agency, or the Employment Service which contains the person's National Insurance Number.
2. A passport describing the person as a British Citizen, or having the right abode or the readmission to the UK.
3. A work permit or other approval to take employment issued by the Department of Education and Employment.
4. A passport containing a certificate of entitlement to right of abode.
5. A certificate of registration or naturalisation as a British Citizen.
6. A birth certificate issued in the UK or in the Republic of Ireland.
7. A passport or national identity card issued by a member of state of the European Economic Area (EEA), which describes the person as a national of the state.
8. A passport or other travel document endorsed to show that the person is exempt from immigration control, or has indefinite leave to enter or remain in the UK, or has no time limit on his or her stay, or a Home Office confirming this.
9. A passport or other travel document endorsed to show that the person has current leave to enter or remain in the UK, and is not precluded from taking the employment in question, or a Home Office letter confirming this.
10. A UK residence permit issued to a national of a member state of the EEA.
11. A passport or other travel document endorsed to show that the person has a right of residence in the UK as a family member of named person who is a national of a member state of the EEA and resident in the UK.
12. A letter issued by the Home Office indicating that the person has permission to take employment.
13. A letter issued by the Home Office confirming that the person is a British Citizen.

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Do you require a work permit?  Yes  No

If not please give your National Insurance Number \_\_\_\_\_

If you already have a work permit, when does this expire? Date \_\_\_\_\_

Name \_\_\_\_\_ Signed \_\_\_\_\_