

**Oxford City Council
Planning & Regulatory Services**

Application for a Property Inspection for Entry Clearance to the UK

- Please complete this form in clear **BLOCK** capitals using black or blue ink
- Continue on a separate sheet of paper if required
- Please ensure all requested documents are attached before sending in your application (in all applications this is both an electrical safety certificate (NICEIC, NAPIT or equivalent) and a **GAS SAFE** certificate for all gas appliances)
- Please include a copy of the letter from the High Commission with the relevant address and unique reference number.
- Once the following details have been submitted no further amendments can be made, please ensure correct spelling
- The letter of confirmation will be sent direct to the property address so that it may be included with the application to the Embassy/ High Commission
- A fee of **£340.00** must be paid before an inspection can be carried out & payment should be made to Oxford City Council – You will be invoiced once we receive the completed application form.

Please give the following details –

1. Address of property:

Name and address of the owner of the property: _____

Telephone number(s) to arrange inspection: (home) _____
(mobile) _____

2. Full name of person visiting: _____

3. Passport number of person visiting: _____

4. Date of birth of person visiting: _____

5. Reason for visit: _____

6. Expected length of visit: _____

7. Will the person visiting live in the property as their only or main residence? Yes/No

8. What is the relationship of the visitor to the tenant/ owner of the property:

9. Please give the following details of the property to which the inspection relates:

Is the property a House/Bungalow/Flat/Other _____

10. How many floors does the dwelling have, include both basement and attic space,

11. Please detail current bathroom facilities available within the property: _____

12. Does the property have running water: Yes/No

13. Please detail the kitchen size, food preparation and cooking facilities currently available: _____

14. Please detail the number of other rooms and their use: _____

15. Please provide a full electrical inspection certificate (NICEIC, NAPIT or equivalent) and gas inspection certificate (GAS SAFE) for the property, if there is a valid reason as to why the requested are not attached, ie. no gas supply within the premises please detail : _____

16. Details of persons living in the property:

Name	Date of Birth	Gender

DECLARATION

For the purpose of my request for an immigration inspection the above information is accurate and true to the best of my knowledge.

Signed : _____ Date : _____

Please return the completed form and attachments to **Oxford City Council, Private Sector Safety Team, Environmental Health, 109 – 113, St. Aldates Chambers, St. Aldates, Oxford, Oxfordshire, OX1 1DS.**