

ILPA

IMMIGRATION LAW PRACTITIONERS' ASSOCIATION
PRESIDENT: IAN MACDONALD QC

IMMIGRATION LAW PRACTITIONERS ASSOCIATION
LINDSEY HOUSE, 40/42 CHARTERHOUSE STREET
LONDON EC1M 6JH

EMPLOYMENT AND
BUSINESS RELATED IMMIGRATION:
AN UPDATE FROM OCTOBER 1994

Tuesday 9th May 1995

at the offices of

CAMERON MARKBY HEWITT
Sceptre Court, 40 Tower Hill, London EC3N 4BB

ILPA • The Basement • 38 Great Pulteney Street • London W1R 3DE • Tel: 0171-434 3690 • Fax: 0171-434 3691
EMail: ilpa@mcr1.poptel.org.uk x.400; c=de; a=dbp; p=geonet; o=ilpa

THE IMMIGRATION LAW PRACTITIONERS' ASSOCIATION LIMITED IS A COMPANY LIMITED BY GUARANTEE. REGISTERED IN ENGLAND AND WALES.
REG No 2350422. REG OFFICE 12 GLENEAGLES COURT, BRIGHTON ROAD, CRAWLEY, WEST SUSSEX RH10 6AD

EMPLOYMENT AND
BUSINESS RELATED IMMIGRATION:
AN UPDATE FROM OCTOBER 1994

Tuesday 9th May 1995

at the offices of

CAMERON MARKBY HEWITT
Sceptre Court, 40 Tower Hill, London EC3N 4BB

PANEL OF SPEAKERS:

Roy Saxby	Employment Department
Steve Lamb	Employment Department
Colin Birt	Head of B2 Policy, Home Office
Arvind Magan	Business Group, Home Office
Ray Wilton	Business Group, Home Office
Bharat Pamnani	Observer from Employment Department
Krishna Saxena	Observer from Home Office

CO-CHAIRS:

Julia Onslow-Cole	Cameron Markby Hewitt
Philip Trott	Bates Wells & Braithwaite

PROGRAMME

1. Introduction Julia Onslow-Cole
2. Update from the Home Office Colin Birt
3. Questions principally for the Home Office
4. Update on the Work Permit Scheme Steve Lamb
5. Questions on the Work Permit Scheme
6. Conclusion Philip Trott
7. Drinks

QUESTIONS PRINCIPALLY FOR THE HOME OFFICE

GENERAL

1. Would the Immigration Department please consider the establishment of suitable enquiry phone numbers which are issued only to lawyers and other appropriate advisers who specialise in immigration. It would be helpful if similarly fax numbers (as well as direct phone numbers) were clearly quoted on correspondence.
2. Is there not a case for the Immigration Department adopting more comprehensive, but user friendly forms, similar to the work permit forms, which would (hopefully) reduce delay, etc.

INVESTOR CATEGORY

1. How many applications have been received to date and how many have been approved?
2. Are investor applications given priority to other applications dealt with by the Business Group in the Home Office? How long are other applications in the Business Group taking?
3. In practice, will the entry clearance requirements be strictly enforced if the investor wishes to switch from another business related immigration category such as work permit holder or businessman?

4. What is the acceptable time-frame for making the investment once the application has been approved?

5. The Home Office Leaflet states that the 4 year qualifying period for settlement will not start until the investor has invested his funds in the UK. How will this work in practice, given that extensions are "for a maximum period of 3 years" and investors are likely to invest over a period of time and not on one specific date.

6. Although the Leaflet provides some information on investment in property companies, what is the precise test that the Home Office apply in deciding whether the company is principally engaged in property investment? Will the Home Office give guidance on request as regards the acceptability of particular companies and keep a list to which practitioners can refer?

7. (a) The Leaflet explains that the applicant must have a minimum sum of £1 million and, in addition, must be able to maintain and accommodate himself and any dependants. In practice, how much extra is an investor required to show given that there should be an income stream from the investments?

(b) would potential earnings from self-employment be taken into account?

8. Will £750,000 have to be invested continuously throughout the 4 year period? What happens if the investor loses significant sums after the first 12 months but recoups his losses before the end of the 4 year period?

9. (a) How detailed must the investment plan be, given changing market conditions?
- (b) Provided the investment is in accordance with the Immigration Rules, would the investor be free to invest his money differently from the plan?
10. Provided the investor is not an employee, can he invest £750,000 in a new business in the UK?
11. Are bonds in non-Sterling denominations, eg US Dollar or Deutschmarks acceptable provided they are debt securities issued by "acceptable" British companies in the UK?

SOLE REPRESENTATIVES

1. Is there any minimum period in which a sole representative must be employed by an overseas company before applying to come to the UK as a sole representative?
2. The Immigration Rules para. 144(ii) state that the sole representative must have "full authority to take operational decisions on behalf of the overseas firms for the purpose of representing it in the United Kingdom". There are some businesses, for example, insurance companies which may not be permitted to take certain decisions in the UK. However documentation issued by the entry clearance officers goes further and states that the applicant must have "full powers to negotiate and take policy decisions without reference to the parent company". Precisely what powers must the sole representative's have in order to satisfy this category?

2. An applicant who wishes to seek permission to operate a franchise is potentially a self-employed businessman, or an employee, were he to incorporate a company to operate the franchise.

In the event that the applicant did not fulfil the minimum investment criteria under the Immigration Rules, is there any reason in principle why the Home Office would not allow the applicant to apply under the businessman rules and benefit from the reduced investment concession?

Alternatively, if the applicant was to be the subject of a work permit application, how would the Employment Department treat the application:

- (a) as a board level position, provided the employee was to be filling a board level post. In which case would the Employment Department require proof of two years experience of running a franchise; or
 - (b) as a tier 2 application where advertising is required.
3. Does the Home Office have a view on the nature of the business which is the subject of the application eg buying and selling properties?
 4. Will employees employed under the YTS scheme count towards the 2 full-time employees?
 5. Does the Home Office require evidence of the origin of funds to be invested in the business in all cases?

6. Are there any additional checks for Eastern European applications and if so, why?

BUSINESS UNDER EC ASSOCIATION AGREEMENTS

1. Will you clarify the difference between the position of Hungarian and Polish nationals under the EC Association Agreements?
2. Do the Romanian, Bulgarian and Czechoslovakian EC Association Agreements follow the Polish or Hungarian model?
3. On what basis does the Home Office require that nationals of the Association Agreement countries require entry clearance?
4. If a Hungarian or Polish national has a business which requires no capital investment or minimal capital investment and in addition that there are contracts that can be activated immediately to produce some income, can the amount of money he puts into the business must be sufficient to provide an income?
5. The Home Office states that business applicants under the EC Association Agreement must be "genuinely self-employed". Does this prohibit applicants who intend to provide contractual services for one customer?

BUSINESS VISITORS

1. It is clear that the Home Office has internal guidance on court reporters, stating that they do not fall under the business visitor rules. Please can you explain whether there are other similar internal guidance notes and why these cannot be published?
2. Does the Home Office know whether in practice visitors are being given leave to stay for less than 6 months?
3. The Home Office have recently published a leaflet which describes the type of business which a business visitor can transact in the UK. It states that a business visitor can come as a consultant, provided that he is employed abroad directly or under contract, by the same company (or group of companies) to which the client firm belongs. Will consultants falling outside the definition automatically fall outside the business visitor rules?

Assuming that he does not meet the businessman or sole representative requirement, how would the Employment Department fit a consultant into the work permit scheme if he is coming to render services to a new client as a self-employed person, not as an employee of a UK client?

4. The Home Office leaflet on business visitors describes a representative of a foreign machine manufacturer coming to erect and install machinery too large to be delivered in one piece, as part of a contract of purchase and supply, as a business visitor.

Is this exception to the prohibition on producing goods or providing services limited only to the stated representatives or can it be extended to any monteur of incomplete goods?

WRITER, COMPOSER, ARTIST

1. What evidence would the Home Office (or officials at British Missions overseas) expect to see to prove that a writer, composer or artist (paragraph 232 of HC 395) has, for the preceding year, been able to maintain and accommodate himself and any dependants, from his own resources without working except as a writer, composer or artist.

EC

1. Can a non-EEA national with a residence/work permit in an EEA country come to the UK to provide services on behalf of his EEA employer without the need for a work permit?

QUESTIONS PRINCIPALLY FOR THE EMPLOYMENT DEPARTMENT

THE WORK PERMIT SCHEME

1. Paragraph 12 of WP1/5 prohibits an application for a work permit being made by an employment agency. The justification for this is that the scheme requires there to be a genuine vacancy to be filled. An agency is usually acting as agents for an employer who wishes to fill a genuine vacancy. The agents client for commercial reasons may not wish to be bothered with the administration of further employees. It is likely that the agency will have been instructed to advertise the position for the employer. In that the position with the agency is as secure as employment with the agents clients which can be terminable on contractual notice, why cannot such employment be considered under the Scheme?

2. All qualified doctors positions (provided they have at least 2 years post qualification experience) are, in principle, eligible for the grant of a work permit (paragraph 6 of WP1/5 notes). Is it now possible to obtain a work permit for both career and training grade positions, provided the resident labour market has been properly tested?

3. Can the Employment Department confirm that they will correct the second section to paragraph 20 of WP1/5 notes which state that "the overseas national should be abroad when the employer applies for a work permit"?

4. When can an employer re-employ a key worker who has left the country after 3 years in approved employment as a key worker?

We understand that unless the key worker has been away for 3 years, then he could not be considered under the scheme, because his re-admission on a work permit will create the possibility that periods spent in approved employment could be aggregated which would lead to settlement.

We had believed that 6 months absence would lead to a break of continuity. What is right? What is the basis of the advice that 3 years' absence is required.

5. In career development applications, is it possible for an employer to apply for a work permit for an employee they have never employed before?

6. Generally, will an MBA be considered the equivalent of 2 years work experience?

7. As a result of corporate reorganisation, a work permit holder's employing company may change and their responsibilities may also be extended slightly. Please confirm when the Employment Department will deal with such technical changes of employment by way of a letter and when it is necessary to complete a new work permit application form.

8. Does the Employment Department keep a record of employers who ask for applications to be dealt with urgently?

9. Does the Employment Department wish to know when a work permit holder leaves employment?

10. There was talk of a fee for work permit applications - is this still a possibility?

This leaflet explains what the Immigration Rules say about people coming to the United Kingdom in the investor category. Whilst it is only a guide, this leaflet aims to answer the questions which are most likely to arise.

WHAT IS THE INVESTOR CATEGORY?

This category is intended to cater for people who have substantial funds of their own to invest in the United Kingdom and who wish to make the United Kingdom their main home.

People have been able to come to the United Kingdom as businessmen or persons of independent means for over 20 years now. In 1993 the United Kingdom Government reviewed the Immigration Rules and concluded that while businessmen generated new enterprises and jobs in the United Kingdom, the category of person of independent means prevented a person from pursuing an active business career and did not necessarily bring in major investment. The Government therefore decided that a new immigration category should be created for major investors which should be included in the new Immigration Rules (HC 395) which came into effect on 1 October 1994. Investors may not take employment as employees but may be self-employed or hold non-executive directorships.

All investors, like businessmen and persons of independent means, need to obtain prior entry clearance at a British diplomatic post abroad before being allowed entry here. To obtain such an entry clearance they need, as other people do coming for business or employment, to satisfy the entry clearance officer that there are no general grounds for refusal due to criminal convictions or in the light of their character, conduct or associations. In addition to those general criteria investors need to show that they intend to bring not less than £1 million of their own money to the United Kingdom and to invest not less than £750,000 of that capital in the form of United Kingdom government bonds, shareholdings or loan capital in active and trading United Kingdom registered companies other than those principally engaged in property investment. The investor is also required to make the United Kingdom his main home - although not necessarily on a permanent basis or to the exclusion of temporary residence elsewhere.

It remains possible, of course, for non-residents to invest in the United Kingdom exactly as they please and to spend time here as visitors for periods of up to 6 months at a time. However, an extra commitment

to the United Kingdom is required under the Immigration Rules of those who wish to live here as investors and be eligible to apply for settlement. The minimum investment required has been set at a level which will bring real benefit to the United Kingdom and which can support the investor and any dependants if he or she chooses not to earn additional income. The detailed investment requirements, which have been kept to a minimum, are to ensure as far as possible that investors will bring direct benefits to the United Kingdom economy and not qualify for entry simply on the basis of having bought property. The requirement of a total of £1 million, of which £750,000 must be invested in a specific way, has been included in the Rules in order to ensure that a person does not use up all his disposable capital to qualify as an investor, but has an additional sum in reserve.

This guidance should not be treated as a definitive or fully comprehensive comment on the investor category or be regarded as a substitute for the Immigration Rules. If you require more detailed advice about becoming a major investor in the United Kingdom you may wish to consult your financial and legal advisers. If you want advice about immigration policy and procedures you can contact the nearest British Diplomatic Post abroad or write or telephone us at the Immigration and Nationality Department at the address at the end of this leaflet.

HOW DO I QUALIFY TO COME TO THE UNITED KINGDOM AS AN INVESTOR?

You must be able to show that:

- *you intend to make the United Kingdom your main home*
- *you have a minimum sum of £1 million of your own money, under your control and which you intend to bring to the United Kingdom. (this money must not be held in trust)*
- *you have an outline of an investment portfolio showing you intend to invest not less than £750,000 of your capital either in United Kingdom Government bonds or in share capital or loan capital in active and trading United Kingdom registered companies other than property companies.*
- *you can maintain and accommodate yourself and any dependants without recourse to public funds or to work as an employee.*

You must obtain prior entry clearance as a investor before travelling to the United Kingdom.

DO I HAVE TO TRANSFER MY CAPITAL TO THE UNITED KINGDOM BEFORE I MAKE AN ENTRY CLEARANCE APPLICATION?

No.

You will not be expected to transfer your capital before you have been granted entry clearance, but you must satisfy the entry clearance officer that you have sufficient funds of your own, that there are no restrictions on transferring the funds to the United Kingdom and that you intend to transfer these funds.

You will, however, be expected to transfer your funds to the United Kingdom upon being granted entry clearance as an investor and entering the United Kingdom on the basis of that entry clearance. The four year qualifying period for settlement as investor will not start until you have invested your funds in the United Kingdom.

CAN THE CAPITAL BE HELD IN JOINT NAMES?

Yes.

The capital may be held in joint names of husband and wife if you, as the principal applicant, are to be accompanied by your spouse as a dependant and you both apply for entry clearance at the same time.

MUST I MAKE THE UNITED KINGDOM MY ONLY HOME?

No.

You need not make the United Kingdom your only home, but you should spend more time in the United Kingdom than away from it to continue to qualify for limited leave to remain as an investor.

DO I NEED TO SHOW I CAN MEET THE MAINTENANCE AND ACCOMMODATION REQUIREMENTS AS WELL AS THE INVESTMENT REQUIREMENTS?

Yes.

You will need to show evidence that you will be in receipt of sufficient income to support and accommodate yourself and any dependants without recourse to employment (other than on a self-employed basis) or public funds. Although £1 million can normally be expected to bring in a sizeable income, the exact amount will depend on the circumstances of each case, as will the cost of maintenance and accommodation. If you need to supplement your investment income by earning money on a self-employed basis you should also provide details of the work you intend to undertake.

WHAT TYPE OF INVESTMENTS CAN I MAKE?

You can invest in:

- **Unit Trusts** - you can invest in a regulated collective investment scheme such as a unit trust provided £750,000 of the funds are invested in companies which meet the requirements of the investor Rules.
- **Private companies** - but you must provide evidence of shareholding or loan certificates in the form of legal documents signed by or on behalf of the company e.g. audited accounts.

You may not invest in:

- **Property companies** - the Immigration Rules refer to companies principally engaged in property investment. This means companies whose main function is to own or manage land or buildings. It does not include companies principally engaged in construction, or say, in manufacturing or retailing which own their own premises such as hotels or departmental stores. However, once you have invested at least £750,000 of your capital as required you may invest the remaining £250,000 in property companies.
- **Off-shore companies** - investment in or via off-shore companies is not acceptable. Your money must be invested in the United Kingdom. However, you may invest your money in a United Kingdom subsidiary, which is wholly owned by an off-shore company, by means of loan capital, provided the company is registered in the United Kingdom and is active and trading and would be the direct beneficiary of the loan.

- **Banks or building societies** - You may not keep all your capital on deposit with a bank or building society, but once you have invested at least £750,000 in the United Kingdom as required by the investor Rules, you may keep your remaining capital on deposit in the United Kingdom.

CAN I RE-INVEST MY SHARES IN DIFFERENT COMPANIES IN THE UNITED KINGDOM?

You can re-invest your shares provided the new investment meets the requirements of the Immigration Rules and you can provide evidence of your continuing investment.

CAN OTHER MY INVESTMENTS OR ASSETS COUNT TOWARDS MY CAPITAL IN THE UNITED KINGDOM?

Once you have invested at least £750,000 of your capital as required, your remaining capital may include investments and major durable assets in the United Kingdom, such as unmortgaged property and significant works of art, provided they do not account for more than £250,000. Personal effects such as jewellery and antique furniture do not count as major assets.

CAN I OR MY FAMILY TAKE EMPLOYMENT?

You cannot work as an employee but you can engage in business or self-employment e.g. as a consultant or a non-executive director.

Your spouse and dependent children, if they have been given permission to accompany or join you, may take employment during the currency of their permission to stay in the United Kingdom as your dependants.

HOW LONG CAN I STAY IN THE UNITED KINGDOM AS AN INVESTOR?

You will be given permission to stay for 12 months in the first instance, towards the end of the 12 months you should apply to the Home Office for an extension of your permission to stay.

You will need to show that:

- you have made the United Kingdom your main home; and

- you have brought no less than £1 million of your own money into the United Kingdom; and
- you have invested £750,000 of your £1 million capital as required; and
- you have maintained and accommodated yourself and any dependants without recourse to public funds or working as an employee.

If you meet the requirements set out above your permission to stay will normally be extended for 3 years.

HOW DO I QUALIFY FOR PERMANENT RESIDENCE?

You can apply to the Home Office for permanent residence if:

- you have made the United Kingdom your main home throughout the 4 years; and
- you have spent a continuous period of 4 years in the United Kingdom as an investor (you will not be refused settlement because you have spent a short time outside the United Kingdom, *but* however, you are expected to spend at least 75% of your time in the United Kingdom in a way which shows that you are using the United Kingdom as your main home); and
- you have kept a capital sum of £1 million in the United Kingdom throughout that period and £750,000 of your capital has been invested as required; and
- you have maintained and accommodated yourself and any dependants without recourse to public funds or working as an employee.

WHAT IS AN ENTRY CLEARANCE?

Entry clearance is a visa or entry clearance certificate issued for the purpose of travel to the United Kingdom. Applications for entry clearance must be made in the country where you are living, to the British Embassy, High Commission or other British Diplomatic Mission (collectively known as British Diplomatic Posts) designated to issue entry clearance.

Guidance leaflets and information about visa requirements are available from the Foreign and Commonwealth Office. Please write to:

The Correspondence Unit

Foreign and Commonwealth Office
Migration and Visa Department
Clive House
Petty France
London SW1H 9HD

If you require further information please write to:

Immigration and Nationality Department

Lunar House
40 Wellesley Road
Croydon
Surrey CR9 2BY

When you contact us please provide the following:

- your name (as in your passport)
- your date of birth
- your nationality
- your Home Office reference number (if you have one)

Telephone 0181-686 0688 (calls will be answered in turn - please wait for a reply).

The Public Enquiry Office at Lunar House in Croydon is open from 9am to 4pm Monday to Friday excluding public holidays. There are also public Enquiry Offices (for personal enquiries only) at:

Belfast

Immigration Office
Olive Tree House
Fountain Street
Belfast BT1 5EA

Telephone

(01232) 232951
(01232) 322547

Birmingham

Immigration Office
(Cargo Terminal)
Birmingham Airport
Birmingham B26 3QN

Telephone

0121-7823600

Glasgow

Immigration Office
Admin Block D
Argyll Avenue
Glasgow Airport
Paisley PA3 2TD

Telephone

0141-887225

Harwich

Immigration Office
Parkeston Quay
Harwich CO12 4SX

Telephone

(01255) 504371

Liverpool

Immigration Office
Graeme House
Derby Square
Liverpool L2 7SF

Telephone

0151-236 8974

Norwich

Immigration Office
Norwich Airport
Ifers Lane
Norwich NR6 6EP

Telephone

(01603) 408859

The regional Public Enquiry Offices all have different opening times. You are advised to check with them by telephone.

This leaflet explains what the Immigration Rules say about visitors coming to the United Kingdom to transact business. Whilst it is only a guide, this leaflet aims to answer the questions which are most likely to arise.

If you need more information about an immigration matter please write or telephone us at the Immigration and Nationality Department at the address at the end of this leaflet.

When you contact us please provide the following:

your name (as in your passport)

your date of birth

your nationality

your home office reference number (if you have one)

CAN I TRANSACT BUSINESS IN THE UNITED KINGDOM AS A VISITOR?

Yes.

As a visitor you may transact business directly linked to your employment or business abroad. It must not, however, amount to productive work or otherwise constitute employment for which a work permit would be required. You should receive your salary from abroad but you may receive reasonable expenses from sources in the United Kingdom to cover travel and subsistence.

HOW DO I QUALIFY TO COME TO THE UNITED KINGDOM AS A BUSINESS VISITOR?

You must be able to show that:

*you are seeking entry as a visitor for no more than 6 months; and
you intend to leave the United Kingdom on completion of your visit; and*

you have sufficient funds to maintain and accommodate yourself without working or recourse to public funds; and

you normally live and work abroad and that you have no intention of transferring your base to the United Kingdom; and

you do not intend to take employment, produce goods or provide services in the United Kingdom.

The maximum time allowed for all visitors to the United Kingdom, whether the purpose of the visit is for business or social reasons, is 6 months.

If you are a visa national you will require a visa to enter the United Kingdom. If you are not a visa national, you may find it helpful to carry with you a letter or other documentary evidence explaining the purpose of your visit which you can show to the immigration officer.

If you visit the United Kingdom frequently on business, you can apply for a multiple-entry visa or entry clearance as a visitor, normally valid for two years. This facility is available to both visa and non-visa nationals.

WHAT TYPE OF BUSINESS CAN I TRANSACT IN THE UNITED KINGDOM?

As a visitor you may:

attend meetings and trade fairs, make purchases, and negotiate and conclude contracts with United Kingdom businesses;

attend conferences and seminars as an ordinary participant;

undertake fact finding missions, check details or examine goods;

receive training in techniques and work practices employed in the United Kingdom, provided that the training you receive is confined to observation, familiarisation and classroom instruction only.

You may also be admitted as a visitor if you:

deliver goods from abroad, for example if you are a lorry driver who is genuinely working on an international route;

come as a representative of a computer software company to install their product made overseas, or to de-bug or enhance their product;

come as a representative of a foreign machine manufacturer to service or repair their products within the initial period of guarantee;

come as a representative of a foreign machine manufacturer to erect and install machinery too large to be delivered in one piece as part of the contract of purchase and supply;

come as an adviser, consultant, trainer or trouble shooter etc. provided that you are employed abroad, either directly or under contract, by the same company (or group of companies) to which the client firm belongs. The involvement of an adviser must not extend to actual project management. The training being provided should be for specific, one off purposes, it should not go beyond classroom instruction and it should not be otherwise readily available in the United Kingdom;

come as a guest speaker at a conference or seminar where it is either a single or occasional event or an event not being part of a commercial venture;

come to run a conference or seminar of up to 5 days duration, provided it is a single or occasional event, involving a specialist subject attracting a wide audience, including participants from outside the United Kingdom;

come as an expert to brief United Kingdom businessmen about overseas legal and administrative requirements they need to meet as exporters;

come as a sportsperson or entertainer for trials or auditions, or for personal appearances which do not involve performances.

IS THERE A LIMIT TO THE NUMBER OF VISITS I CAN MAKE TO THE UNITED KINGDOM?

There are no hard and fast rules. However, permission to stay in the United Kingdom will be for no more than 6 months for any one visit.

Although there is no limit to the number of visits you may make, you would normally be expected to spend no more than 6 months of any 12 month period in the United Kingdom.

If you stay in the United Kingdom for more than 6 months during any 12 month period that would suggest that you may be basing yourself here and holding down a specific post which could either be filled from the resident or European Economic Area labour force and may result in your being refused entry.

Guidance leaflets and information about visa requirements are available from the Foreign and Commonwealth Office. Please write to:

The Correspondence Unit
Foreign and Commonwealth Office
Migration and Visa Department
Clive House
Petty France
London SW1H 9HD

If you require further information please write to:

Immigration and Nationality Department
Lunar House
40 Wellesley Road
Croydon
Surrey CR9 2BY

Telephone 0181-686 0688 (calls will be answered in turn - please wait for a reply).

The Public Enquiry Office at Lunar House in Croydon is open from 9am to 4pm Monday to Friday excluding public holidays. There are also Public Enquiry Offices (for personal enquiries only) at:

BELFAST

Immigration Office
Olive Tree House
Fountain Street
Belfast BT1 5EA

Telephone
(01232) 232951
(01232) 322547

BIRMINGHAM

Immigration Office
(Cargo Terminal)
Birmingham Airport
Birmingham B26 3QN

Telephone
0121-782 3600

HARWICH

Immigration Office
Parkeston Quay
Harwich CO12 4SX

Telephone (01255) 504371

GLASGOW

Immigration Office
Admin Block D
Argyll Avenue
Glasgow Airport
Paisley PA3 2TD

Telephone
0141-887225

LIVERPOOL

Immigration Office
Graeme House
Derby Square
Liverpool L2 7SF

Telephone
0151-236 8974

NORWICH

Immigration Office
Norwich Airport
Ilfers Lane
Norwich NR6 6EP

Telephone
(01603) 408859

The regional Public Enquiry Offices all have different opening times. You are advised to check with them by telephone.