**Form 1A Guidance**

**Permanent Residence Permit Points System (1st September 2021)**

Form 1A must be completed if you are an adult wishing to apply for a permanent residence permit for the Falkland Islands as a principal applicant, or if you are a dependent partner who wishes to be included in the application of a principal applicant.

To help you to complete the Permanent Residence Permit Points System Form 1A correctly, you are strongly advised to read the General Guidance first followed by the Form 1A Guidance and then continue to refer to it while completing the form.

The form must be completed in English electronically, or in Black or Blue Ink. If completed electronically a signature is still required in blue or black ink.

It is recommended that you keep a copy of all the forms you have completed for future reference.

A partner included as a dependent in the application of a principal applicant is required to complete a Form 1A on their own account, but is not required to complete a Form 1B.

**Part 1 Your Personal Information**

This part relates to your personal information and to establish whether you are making an application as a principal applicant or as a dependent partner included in the application of a principal applicant.

# Enter your Falkland Islands personal identity number here

This is your unique personal identifying number allocated by the Falkland Islands Customs & Immigration Service. You may find this number recorded at the top of any work, accompanying dependent, dependent, volunteer, or carer permits that have been issued to you. This number is also stated on your Falkland Islands Immigration Movement Record, a copy of which can be obtained by contacting the Customs & Immigration Service.

# Put a cross (x) in the relevant box to indicate whether you are applying as a principal applicant or as a partner

Put a cross (x) in the relevant box to show whether you are completing the form as a principal applicant or as the dependent partner included in the application of a principal applicant.

Further guidance regarding who may apply as a principal applicant or a dependent partner is given at Part 2 of the General Guidance.

* 1. **Put a cross (x) in the relevant box to indicate your preferred title Mr Miss Mrs Ms Other** You should provide the title with which you prefer to be addressed by in any correspondence. Use the ‘Other’ box to advise us of your preferred title if it is not one of the options already given, e.g. ‘Doctor’.

# Surname/s

Also known as family name/s or last name/s. They should be the same as recorded in your current passport.

# First name/s

They should be the same as recorded in your current passport.

If you have recently changed your name and not yet renewed your passport, you must provide a written statement or other evidence of your change of name.

# Other names

These are any other names by which you may have been known, for example, your name at birth, maiden name or, if different, professional name. If you are married or were previously married and have used different names at any time please include these even if you have now reverted to your original name.

# Date of birth

 This is the date on which you were born as stated on your birth certificate.

# Gender

Answer ‘Female’ or Male’. This is your sex at the time of application.

# Place of birth

This is the city/town/village and county/state/province in which you were born as stated on your birth

 certificate.

# Country of birth

This is the country in which you were born as stated on your birth certificate.

# Country of citizenship

Also referred to as a person’s nationality. This is the citizenship (nationality) recorded in your current passport.

# Put a cross (x) in the relevant box to indicate if you are also a citizen of any other countries

Answer ‘Yes’ or ‘No’. If ‘Yes, go to Question 1.14, if ‘No’ go to Question 1.13.

# If ‘Yes’, provide details below

In the space provided, provide details of any other citizenship you may have held at birth or subsequently acquired, along with details of your passport/travel document if applicable/available. (You may have the citizenship of a country without ever having been issued a passport or other travel document by that country).

# Put a cross (x) in the relevant box to indicate your partnership status

This must be your current status. The definitions are as follows:

**Single** You have never been or are currently not living in a relationship with another person.

**Married** You are living in a marriage which is legally recognised and documented.

**Civil partner** You are living in a partnership with your same sex partner, which is legally recognised and documented.

**Unmarried partner** You are living in a marriage–like relationship with some or all of the characteristics of a marriage or civil partnership, the relationship having existed for at least three years.

# Note You must submit with your application, relevant supporting documents, e.g. birth certificate, marriage certificate, civil union certificate, evidence of change of name, other evidence of your co-habiting partnership as applicable.

**Part 2 Your Passport Information**

This part covers your current passport and previous passports information in regard to additional evidence of identity and citizenship. If your current passport has also expired, this will still be accepted.

# Your current passport number

This is the number of your current passport. In some countries it is the same as a person’s national identity number.

# Issuing authority

This is the country that issued your current passport.

# Issue date

This is the date of issue as stated in your current passport.

# Expiry date

This is the date of expiry as stated in your current passport.

# Put a cross (x) in the relevant box to indicate if this is your first passport

Answer ‘Yes’ or ‘No’. If ‘Yes’ go to Part 3, if ‘No’ go to 2.6.

# If ‘No’, provide details of your previous passports covering the last 10 years including where those passports are now.

Where the information is available, provide the passport number, issue and expiry dates and place of issue. Say where your previous passports are, for example, with you, lost/stolen/expired or returned to the issuing country and no longer available to you.

# Note You must submit with your application, your current passport or certified copy and any previous passports going back for up to 10 years that you still have in your possession.

**Part 3 Residency Information**

This part seeks to establish your residency status and whether from that perspective, you are eligible to apply for a permanent residence permit as a principal applicant.

# Put a cross (x) in the relevant box to indicate if you are ordinarily resident in the Falkland Islands

Answer ‘Yes’ or ‘No’. If you are applying as a principal applicant you must be ordinarily resident.

The meaning of ‘ordinarily resident’ for permanent residence purposes is provided at Part 4 of the General Guidance.

# If ‘Yes’, provide the date of when you became ordinarily resident

This is the date upon which you became ordinarily resident. This must be at least three years before your date of application otherwise you will not be eligible to apply.

# Provide in the table below, all of your absences from the Falkland Islands in respect of the three years immediately before the date of your application, beginning with the most recent

You are required to detail on the table at 3.3, all of your absences from the Falkland Islands during the three years immediately before the date of application in order to assist the immigration officer handling your application in establishing that you meet the qualifying ordinarily resident requirement.

Further information regarding the additional qualifying criteria that applies to a principal applicant is given at Part 4 of the General Guidance.

# Principal country visited

This is the country in which you spent the most time during a particular period of absence.

# Principal reason for absence

Provide the principal reason for each absence as applicable, e.g. holiday, medical treatment, education, training, work or business, support of dependent relative (who is absent from the Falkland Islands for medical, education or training purposes).

#  Date of departure

This is the date of when you departed the Falkland Islands at the start of a period in which you were absent.

# Date of arrival

This is the date of when you arrived to the Falkland Islands after a period of absence.

# Total number of days absent

State the number of days you were absent for each relevant period. Do not count the day of your departure or the day on which you returned.

# Note You should provide a copy of your Falkland Islands immigration Movements Record

#  with your application and this may be obtained from the Customs & Immigration Service

#  reception@customs.gov.fk.

**Part 4 Your Residential Address and Contact Details**

This part covers your residential address and contact details, both in the Falkland Islands and if applicable, contact details overseas if you are not present in the Falkland Islands at the time of application.

# Your address in the Falkland Islands

This is the address where you currently live or intend to live and which you regard as your home in the Falkland Islands.

# Home (land line) telephone number

If you have a home land line telephone, provide the number. This is not your mobile telephone number.

# Mobile telephone number

This is your own mobile telephone number, or alternatively, it may also be the number of a mobile telephone that you are provided with by your employer for your exclusive use.

# E-mail address

This can be at home, work or elsewhere but must be one you use on a regular basis so we can contact you quickly if required.

# Your current address if different from above

If as a principal applicant, you are periodically absent from where you usually live, for example because of your work, you should provide alternative contact information. If you are a dependent partner, it might be that you are not resident in the Falkland Islands at the time of application

# Home (land line) telephone number

If you have a home land line telephone, provide the number. This is NOT your mobile telephone number.

# Mobile telephone number

This is your own mobile telephone number, or alternatively, it may also be the number of a mobile telephone that you are provided with by your employer for your exclusive use.

# E-mail address

This can be at home, work or elsewhere but must be one you use on a regular basis so we can contact you quickly if required.

**Part 5 Your Family**

This part seeks to establish your current relationship status and if applicable, the personal details of your dependents. It is also to ascertain whether any that you wish to you include in your application, are eligible to be so included.

# Part 5a Your Partner

If you have ticked the ‘Single’ box at 1.14 Partnership status of the form or you are completing it as the partner of a principal applicant, this part does not apply to you, go to Part 5b.

If you are a principal applicant and your partner is included in your application or they are a person with Falkland Islands status or have a permanent residence permit and are ordinarily resident in the Falkland Islands on the date of application, you must complete this part and then go to Part 5b

# Put a cross (x) in the relevant box to indicate your partner’s preferred title

You should provide the title with which your partner prefers to be addressed by in any correspondence. Use the ‘Other’ box to advise us of your partner’s preferred title if it is not one of the options already given; e.g. ‘Doctor’.

# Surname/s

Also known as family name/s or last name/s. They should be the same as recorded in your partner’s

current passport.

# First name/s

They should be the same as recorded in your partner’s current passport.

If your partner has recently changed their name and not yet renewed their passport, you must provide a written statement or other evidence of their change of name.

# Other names

These are any other names by which your partner may have been known, for example, your partner’s name at birth, maiden name or, if different, professional name. If you partner is married or was previously married and has used different names at any time please include these even if your partner has now reverted to their original name.

# Date of birth

 This is the date on which your partner was born as stated on their birth certificate.

# Gender

Answer ‘Female’ or Male’. This is your partner’s sex at the time of application.

# Place of birth

This is the city/town/village and county/state/province in which your partner was born as stated on their birth certificate.

# Country of birth

This is the country in which your partner was born as stated on their birth certificate.

# Country of citizenship

Also referred to as a person’s nationality, this is the citizenship (nationality) recorded in your partner’s current passport.

# Put a cross (x) in the relevant box to indicate if your partner is also a citizen of any other countries

Answer ‘Yes’ or ‘No’. If ‘Yes, go to Question 5.11, if No’ go to Question 5.12.

# If ‘Yes’, provide details below

In the space provided, provide details of any other citizenship your partner may have held at birth or subsequently acquired, along with details of their passport/travel document if applicable/available. (Your partner may have the citizenship of a country without ever having been issued a passport or other travel document by that country).

# Their current passport number

This is the number of your partner’s current passport. In some countries, it is the same as a person’s national identity number.

# Issuing authority

This is the country that issued your partner’s current passport

# Issue date

This is the date of issue as stated in your partner’s current passport.

# Expiry date

This is the date of expiry as stated in your partner’s current passport.

# Put a cross (x) in the relevant box to indicate if this is your partner’s first passport

Answer ‘Yes’ or ‘No’. If ‘Yes’ go to Question 5.18, if ‘No’, go to Question 5.17.

# If ‘No’, provide details of your partner’s previous passports covering the last 10 years including where those passports are now.

Where the information is available, provide the passport number, issue and expiry dates and place of issue. Say where your partner’s previous passports are, for example, with them, lost/stolen/expired or returned to the issuing country and no longer available to them.

# Note You must submit with your application, your partner’s current passport or certified copy and any previous passports going back for up to 10 years that they still have in their possession.

* 1. **Put a cross (x) in the relevant box to indicate your partner’s current immigration status in the Falkland Islands**

This must be your partner’s current immigration status. Definitions of the categories are provided below.

# Temporarily resident

If a person is temporarily present then unless they are exempted from immigration permit requirements, they will either be in possession of a work, accompanying dependent permit, dependent, volunteer, or a carer permit.

# Permanent resident permit holder

A person who holds a permanent residence permit.

#  Has Falkland Islands status

 A person who has Falkland Islands status as defined in section 22 of the Falkland Islands Constitution Order.

# If married, give the date of your marriage ceremony

This is the date on which you married your partner. This is stated on your certificate.

# If in a civil union, give the date of your civil union ceremony

 This is the date on which you entered into a civil union with your partner. This is stated on your certificate.

# If you are not married or in a civil union, state the number of years and months you have been together in your partnership

This is the time you have been living in a relationship with your partner. Provide the number of years and months.

# Put a cross (x) in the relevant boxes to provide answers to the following questions in connection with 5.19 to 5.21 above

* + 1. **Have you included your partner in your application for a permanent residence permit?**

 Answer ‘Yes’ or ‘No’ as appropriate. Note should also be taken of b. and c. below.

# Are you living together in a genuine partnership?

 Answer ‘Yes’ or ‘No’ as appropriate. Note should also be taken of c. below.

* + 1. **Does your partnership meet the regulated definition set out in the General Guidance?**

Answer ‘Yes’ or ‘No’ as appropriate. The regulated definition of ‘partner’ can be found at Appendix

 A of the General Guidance. See also ‘dependent’ and ‘unmarried couple’.

**Note 1. If you answer ‘Yes’ to Questions a. to c., your partner must also complete a separate form 1A.**

 **If you answer ‘No’ to any of the questions, your partner will not be included in your**

 **application.**

**Note 2. It is for the principal applicant to provide evidence to show they have been together with**

 **their partner in a genuine partnership which meets the regulated definition as outlined in the**

 **Guidance.**

# Part 5b Dependent Children

If you are completing this form as a principal applicant you should only complete this part if you wish to include dependent children in your application.

If you are completing this form as a partner included in the application of a principal applicant, dependent children, if any, will be included in the principal applicant’s application and therefore you are not required to complete this part.

Any children that are included in the application who are 16 years or older must each complete a Form 2.

# Provide below, details of all dependent children that you are including in your application

If you are a principal applicant, you must provide the details of all dependent children that you wish to include in your application. The regulated definition of ‘dependent child’, can be found at Appendix A of the General Guidance.

# Surname/s

Also known as family name/s or last name/s. They should be the same as recorded in your child’s current passport.

# First name/s

They should be the same as recorded in your child’s current passport.

# Gender

Answer ‘Female’ or ‘Male’. This is your child’s sex at the time of application.

# Country of citizenship

Also referred to as a person’s nationality, this is the citizenship (or nationality) recorded in your child’s current passport.

# Date of birth

This is the date on which your child or your partner’s child was born as stated on their birth certificate.

# Age now

Provide this information in full years and months rounded up to make a full month.

# Place of birth

This must be the city/town/village and state county/state/province in which you child was born as stated on their birth certificate.

# Country of birth

This is the country in which your child was born as stated on their birth certificate.

# Passport number

This is the number of your child’s current passport. In some countries, national identity number.

# Issuing authority

This is the country that issued your child’s passport and you should include the city of issue if known.

# Issue date

This is the date of issue as stated in your child’s current passport.

# Expiry date

This is the date of expiry as stated in your child’s current passport.

# State the total number of dependent children you have included in your application

This is the total number of dependent children that you, as a principal applicant, have included in your application.

**Part 6 Health Assessment**

The purpose of this part is to seek to ensure that a principal applicant has provided health assessments in respect of all persons included in an application.

# 6.1 Put a cross (x) in the box to confirm that you have provided health assessments in respect of yourself and if applicable, your partner and any dependent included in your application.

As a principal applicant you must submit health assessments for you and for every dependent included in your application, if any.

Detailed information regarding the health requirements and how to obtain a health assessment are provided at Part 5 of the General Guidance.

**Note If you have not included a health assessment your application will be rejected. The principal applicant and all persons included in the application of a principal applicant must not present a substantial charge on public funds or other impact of public resources because of the applicant’s healthcare needs, otherwise the application may be refused.**

**Part 7 Educational Assessment**

The purpose of this part is to seek to ensure that a principal applicant has provided educational assessments in respect of all persons included in an application.

# 7.1 Put a cross (x) in the box to confirm that you provided educational assessments in respect of any dependent children under 16 included in your application.

As a principal applicant you must submit a satisfactory educational assessment for every dependent child under 16 included in your application, if any.

Detailed information regarding the educational requirements and how to obtain an educational assessment are provided at Part 6 of the General Guidance.

**Note If you have not included an educational assessment (if required) your application will be rejected. All relevant persons (dependent children under 16) included in the application of a principal applicant must not present a substantial charge on public funds or other impact of public resources because of the applicant’s educational needs, otherwise the application may be refused.**

**Part 8 Your Home in the Falkland Islands**

This part only applies to you if you are a principal applicant. Its purpose is to establish that the requirement for all persons included in an application to have satisfactory accommodation available to them for at least 6 months from the date of application has been met.

Detailed information concerning when accommodation is considered to be adequate and not overcrowded is provided at Part 9 of the General Guidance.

#  Put a cross (x) in the box that best describes your current accommodation

Tick the box that nearest fits the description of your current residence or alternatively, provide your own description at ‘Other’.

#  State total number of current occupants or intended occupants

State the maximum total number of persons who currently occupy or will occupy your accommodation during the next six months

# State the total number of rooms (exceeding 4.6 sq metres)

This is the total number of rooms available as sleeping rooms (bedrooms).

# Size and occupancy of each room

Tables are provided for up to four rooms. In each table, please state the size of room, the number of persons of 10 or older and the number of children of 1 or older but under 10, by sex, and the relationship between the occupiers of the room in question.

#  Do all occupants have access to a kitchen, toilet and washing facilities and (except where it is a

#  bedsit) a separate living area?

Answer ‘Yes’ or ‘No’.

# If ‘No’, provide further information regarding the arrangements you have for these facilities

In the space provided, give further details regarding your accommodation arrangements that may assist in showing that your accommodation arrangements are satisfactory.

# Will the accommodation that you have outlined above be available to everyone for at least 6 months from the date of your application?

Answer ‘Yes’ or ‘No’

**Note 1. If you answer ‘No’ to 8.7, you must provide on the additional information page at Part 11, the address of your intended future accommodation, the period it will be at your disposal and also provide the information as is relevant to questions 8.1 to 8.6 above.**

**Note 2. If you are unable to adequately show that there is satisfactory accommodation in place for at least 6 months from the date of your application it is probable that your application will be refused.**

**Part 9 Your Command of English Language**

This part seeks to establish that principal applicants and dependent partners included in the application of a principal applicant meet the requirement to have a sufficiently good command of English language to meet the ordinary needs of life.

Detailed information on how an applicant to whom the English language applies can demonstrate that they meet the English language requirement is given at Part 7 of the General Guidance.

#  Put a cross (x) in the relevant box to indicate how you are claiming that you satisfy the English

#  language requirement and where applicable, provide the information that is requested.

You are only required to put a cross (x) in 1 box.

# You are a citizen of one of the accepted English speaking countries listed in the General Guidance

Put a cross (x) in this box if you are claiming you satisfy the English language requirement because you are a citizen of one of the accepted English speaking countries.

# Country

Specify the accepted country of which you are a citizen.

# You have an accepted qualification as detailed in the General Guidance

Put a cross (x) in this box if you are claiming you satisfy the English language requirement because you have an accepted qualification.

# Qualification

Give details of the qualification with which you are claiming that you meet the English language requirement.

# By having passed the approved English language test administered by the Falkland Islands Education Service

Put a cross (x) in this box if you are claiming you satisfy the English language requirement because you have passed the approved English language test.

 **Note You and if applicable, a dependent partner included in your application, must satisfy the**

 **English language requirement and provide documentary evidence to show that this**

 **requirement is met otherwise the application will be refused.**

**Part 10 Your Personal Background**

For acceptance into the Falkland Islands community on a permanent basis, you, and any dependents included in your application who are 16 or older must be regarded as being of good character.

Detailed information of the good character requirements is provided at Part 7 of the General Guidance.

# Detail in the table below the countries (a) where you have resided since the age of 16 for 12

#  months or more in the 5 years before the date of application, and; (b) of which you are a citizen -

#  and in which you have resided since you were 16 – include countries where your residence

#  has been broken by short periods of absence.

 the information requested on the table provided. This information is requested from you because you are required to provide police certificates in respect of all of the countries that you list.

# Country

This is the country in which you have resided.

# Date of taking up residence in the country

This is the date when you became resident in the country you have listed. It may of course, also be your date of birth if you were born in the particular country.

# Date of final departure from the country, if applicable

This, if applicable, is the date when you ceased residing in the particular country you have listed.

It may be the case that you continue to reside in the country in addition to the Falkland Islands as a person can be ordinarily resident in more than one country.

# Have you ever been convicted of any criminal offences, received a caution or a fixed penalty

#  notice in any country?

Answer ‘Yes’ or ‘No’. This question relates to whether you may have been convicted of any offences, received a caution or a fixed penalty notice in any country, not just the countries in which you may have resided.

# If you have answered ‘Yes’ provide details below, if you have answered ‘No’ go to Question 10.3

If you have answered “Yes” you must provide details.

# Number

This is a series of reference numbers which you may use if you wish to provide further background information or explanation on the additional information page at part 10.

# Country

This is the country in question.

# Offence/caution/fixed penalty notice

State here the nature of the offence/caution/fixed penalty notice

# Date

This is the date of the offence/caution/fixed penalty notice .

# Outcome

State here the details of the outcome (e.g. sentence/fine imposed, caution details, fixed penalty notice amount).

# Even if you have answered ‘No’ to Question 10.2 above, you must answer the following

#  questions by putting a cross (x) in the relevant box in order to answer ‘Yes’ or ‘No’

You must answer ‘Yes’ or ‘No’ to all of the questions numbered 10.4 to 10.11. These are individually numbered so that if you have answered ‘Yes’ to any of the questions, you may use the corresponding number as a reference when providing further information at Question 10.12.

# 10.4 to 10.11.

**10.12 If you have answered ‘Yes’ to any of the questions numbered 10.4 to 10.11 above, provide details below. If there is insufficient space, please continue using the additional information sheets at Part 11**

You must provide explanatory background information in regard to any of the questions to which you have answered ‘Yes’.

**Note You and if applicable, any dependents included in your application, must be of good character otherwise the application will be refused.**

**Part 11 Additional information**

Use this additional information page if there is insufficient space in which to answer any of the questions contained in this form, or if there is further information you wish to provide in support of your application.

If you need to use further pages, use A4 sheets of paper. Put your name and date at the top of each extra page and place your signature at the bottom. Number all sheets that you utilise sequentially, i.e. 1 of 4, 2 of 4 etc. In the left hand margin you should put the part number to identify to which part the further information you are providing corresponds.

**Part 12 Supporting Documents Check List**

You are only required to complete Part 12 if you are a principal applicant.

The Customs & Immigration Service may make a decision on your application based on the information contained in your application form and therefore please ensure you submit all relevant documents as needed to support the information you have provided in your application.

It is the responsibility of a principal applicant to ensure that information provided in the application in respect of themselves and all dependents included in their application is supported with the relevant documentation.

It is better to explain why you do not have a document than to submit a false document. If it is discovered that you knowingly included false information or false documents in your application, your application will be refused and you may also be prosecuted for committing an offence under the Immigration Ordinance.

**Part 13 Declaration**

You should read the declaration carefully before signing the form.