

Payment Slip – Single Application

For multiple applications please use the WRS multiple payment slip.

This form and the accompanying guidance notes may be included or reproduced in any non-Home Office website or publication.

Section A: Contact details of the person paying for the application

1 Title Mr Mrs Miss Ms Other (please state)

2 Contact name

3 House number and street

4 Town

5 County

6 Post code 7 Your reference

Please complete lines 8-12 if details for a refund are different to the contact name and address above.

8 Payee / Company name

9 House number and street

10 Town

11 County

12 Post code

Section B: Details of the applicant

13 Is this application to be paid for? Yes No (Please tick appropriate box)

14 Please tick whether you have included a passport or National Identity card Passport National Identity Card

15 Surname/family name

16 First names

17 Date of birth
d d m m y y y y

18 Name of UK employer

19 Nationality (Please select your nationality by ticking the appropriate box)

Czech Estonian Hungarian Latvian
 Lithuanian Polish Slovakian Slovenian

Section C: Payment details – please complete where appropriate

20 Method of payment UK Postal order UK Cheque
Please make payable to: **Home Office**

Account No. Sort code Cheque No.

Or please debit my Visa MasterCard Delta Maestro (UK)

21 Amount paid £ 90.00 Please use WRS-Multiple for a single payment for multiple applications

22 Name on card

23 Card number

24 Card details Valid from / Expiry date /
Issue No. CVV No.
(Maestro (UK)) (On rear of card)

25 Signature (card payment only) Date

Application for a registration certificate under the Worker Registration Scheme (WRS)

This form is valid only for applications made from 22 May 2009 until 30 April 2011

To be completed by the applicant

Please complete by typing or printing in ENGLISH in **BLOCK** letters and in **black ink**

Please see Part A of the WRS guidance notes for information on who has to register. Please see Part B for further details on completing the application form.

Completed application forms should be sent to:

FOR POSTAL APPLICATIONS

Worker Registration Scheme
PO BOX 492
Durham
DH99 1WU

FOR APPLICATIONS SENT BY COURIER ONLY

UK Border Agency
Worker Registration Scheme
Milburngate House
Durham
DH99 1SA

Section 1: Type of application

1 Have you already been issued with a registration card under the Worker Registration Scheme?

- Yes Please enter the WRS reference number, then complete Sections 2, 3, 4 and 5
- No Please complete all sections of the form.

A8/□□□□□

(Please indicate by ticking the appropriate box)

Section 2: Personal details of applicant

3 Title	Mr <input type="checkbox"/>	Mrs <input type="checkbox"/>	Miss <input type="checkbox"/>	Ms <input type="checkbox"/>	Other (please state)	□□□□□
4 Surname/family name	□□□□□					
5 Surname/family name at birth (if different)	□□□□□					
6 First names	□□□□□					
7 Gender	Male <input type="checkbox"/>		Female <input type="checkbox"/>			
8 Date of birth	□□ day	□□□□□ month	□□□□ year			
9 Nationality	□□□□□					
10 Passport number, or National Identity card number	□□□□□					
11 National Insurance number (if you have one)	□□□□□					
12 Address in the UK:	House No./Name	□□□□□				
	Street	□□□□□				
	Town	□□□□□				
	County	□□□□□				
	Postcode	□□□□□				

13 Address to which you would like correspondence to be sent if different from the address given at 12.

House No./Name

Street

Town

County

Postcode

(Please inform us immediately if your address at Questions 12 or 13 changes while we hold your passport, otherwise your passport may be lost when we return it to you. We would also recommend that you apply to the Post Office to have your mail redirected to your new address. This will help ensure you continue to receive mail sent to your old address. The Post Office can give you details of this service.)

If you have sent your passport with your application, it is not advisable to make travel arrangements until you have received a decision on your application.

14 Your daytime telephone number

15 How many dependants (children and/or spouse, partner or civil partner) are living with you in the UK:

Aged 16 or under? Aged 17 or above?

16 Are you undertaking a course of study at an educational establishment in the UK? Yes No

Section 3: Employment details

If you have more than one employer, please photocopy this page and complete Section 4 for each employer

17 Name of your UK employer

18 Type of business

19 Address of UK employer:

Building No./Name

Street

Town

County

Postcode

20 Your UK employer's telephone number

21 Contact name for employer

22 The date you started your job day month year

23 Your job title (the applicant as referred to at section 2)

24 What are your contracted hours of work? a week

25 How much is your hourly rate of pay before deductions? £ an hour

26 Do you receive any allowances from your employer? Yes No £ a year

27 What type of employment are you undertaking? Permanent Temporary (short term)

28 How long are you planning to stay in the UK? (Please tick one box)

Less than 3 months 1 to 2 years

3 to 5 months More than 2 years

6 to 11 months Do not know

Section 4: Documentary evidence/Check list for applicants

The documents required in support of your application are listed below. Tick the boxes next to the relevant items to show which documents and photographs (if applicable) you are sending.

If you already have a WRS registration card and certificate, please provide:

- A copy of a letter from your current UK employer which confirms the start date of your employment. This is not legally required if your application is a renewal, but will help us process your application.

If you DO NOT have a registration card and certificate, please provide:

- Two recent passport-sized photographs of yourself with your name written on the back of each photograph.
- Your current passport or National Identity Card. (Please note: photocopies are not acceptable)
- A copy of a letter from your current UK employer which confirms the start date of your employment (please note that job offers and contracts of employment are not acceptable).

Section 5: Applicant's declaration

You must read and sign the declaration below. It must be signed by the applicant and not by a representative or other person acting on their behalf.

- I hereby apply to register with the Worker Registration Scheme.
- I understand that the information in this application will be treated in confidence by the UK Border Agency, but may be disclosed to other government departments, agencies, local authorities and other bodies to enable them to carry out their functions.
- I understand that data relating to this application may be shared with the employer named on this application form in respect of this application only.
- The information I have given on this form is complete and true to the best of my knowledge.
- I declare that the photographs submitted with this form are a true likeness of myself.

Your signature

Date

□□□□□

Your name (CAPITALS please)

□□□□□