

Registration Applications

Applications will only be accepted by post, or by hand delivery.

Please ensure the application, together with all supporting original documentation, is presented in a sealed envelope marked Immigration Casework (**please do not use - plastic sleeves and/or ring binders**).

Please be advised that the onus is on you, the applicant to ensure that you satisfy the requirements by using the guidance material that accompanies Form MN1.

Failure to submit all the required documentation may delay in the application being processed or result in the application being returned.

There is a fee for this application

Current fees are shown at www.gov.je on the 'Immigration and Nationality Fees' page.

You may pay by one of the following methods:

- Cheque – made payable to the 'Treasurer of the States'
- Debit card / credit card (complete payment slip attached)
- BACS – Sort Code: 40-25-34; Account number: 71212222; Account name: Revenue Jersey (In the payment reference please write **REG** followed by the applicants **SURNAME**, failure to do so may result in a delay in the application being processed)

If the payment submitted does not cover the full cost of your application, it will be an invalid application and the form will be returned to you, together with any documentation submitted.

The fee charged is for processing and consideration of the application. This fee is payable at the time the application is submitted regardless of the outcome. Should the application be withdrawn or fails to meet the requirements the fee will not be refunded.

The application will not be considered until the payment has cleared.

Postal applications should be sent to: Customs and Immigration Service, Maritime House, La Route du Port Elizabeth, St Helier, JE1 1JD. **Please note that this Office is closed to the public**

Please be advised that original documents submitted in support of your application will be returned to you within three weeks from the date the application is received and that you will be notified either by phone or email when your documents are ready for collection.

Registration Application - Request For Police Check (ADULT APPLICANT)

A. TO BE COMPLETED BY APPLICANT IN BLOCK CAPITALS AND RETURNED TO THE CUSTOMS & IMMIGRATION DEPARTMENT. ALL SECTIONS MUST BE FILLED IN – DO NOT LEAVE ANY BLANK AREAS. IF NOT APPLICABLE PLEASE STATE N/A OR NONE.

Surname..... All forenames in full.....

Maiden name..... Any previous surnames.....

Date of birth..... Place of birth..... Sex M/F
(to include town/city and country)

Present address.....
(must include postcode)

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|---|---------------------------------------|-------------------------------------|
| Previous addresses in last five years (must include all postcodes) | Date from: (month and year) | Date to: (month and year) |
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I have the following prosecution(s) pending, court conviction(s), police caution(s) and/or Parish Hall attendances:

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I am making an application to the Customs & Immigration Service for registration as a British citizen and understand that this is subject to a Police record check. I am aware that all convictions may be disclosed. I hereby declare that the information I have given is true and I consent to a Police record check being made.

Signature..... Date.....

B. To be completed by Customs & Immigration Service

I hereby request that a Police record check be made in respect of the above-named applicant for the period of **10 years** preceding the date on which the above declaration is signed and that I be notified of unspent convictions.

Signature and title..... Date.....

C. For Police use only

No trace on details supplied

The applicant appears identical with the person whose criminal record is attached

Signature..... Date.....

Registration Application - Request For Police Check (CHILD APPLICANT)

A. TO BE COMPLETED BY A PARENT/GUARDIAN IN BLOCK CAPITALS AND RETURNED TO THE CUSTOMS & IMMIGRATION DEPARTMENT. ALL SECTIONS MUST BE FILLED IN – DO NOT LEAVE ANY BLANK AREAS. IF NOT APPLICABLE PLEASE STATE N/A OR NONE.

Surname..... All forenames in full.....

Maiden name..... Any previous surnames.....

Date of birth..... Place of birth..... Sex M/F
(to include town/city and country)

Present address.....
(must include postcode)

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| Previous addresses in last five years (must include all postcodes) | Date from: (month and year) | Date to: (month and year) |
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Declaration by parent / guardian
 The child named above has the following prosecution(s) pending, court conviction(s), police caution(s) and/or Parish Hall attendances:

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I am making an application to the Customs & Immigration Service on behalf of the above named child for registration as a British citizen and understand that this is subject to a Police record check. I am aware that all convictions may be disclosed. I hereby declare that the information I have given is true and I consent to a Police record check being made.

Signature..... Date.....

B. To be completed by Customs & Immigration Service

I hereby request that a Police record check be made in respect of the above-named child and that I be notified of unspent convictions.

Signature and title..... Date.....

C. For Police use only

No trace on details supplied

The applicant appears identical with the person whose criminal record is attached

Signature..... Date.....

Registration Application - Request For Police Check (REFEREE)

A. To be completed by referee of applicant for registration, in BLOCK CAPITALS. All sections MUST be filled in – DO NOT leave ANY blank areas. If not applicable please state 'N/A' or 'NONE'. Please give previous addresses going back over the past FIVE years and show FROM and TO dates in each case. If you have been at the same address for over 5 years please indicate 'AS ABOVE' for question on addresses in last five years.

Surname..... All forenames in full.....

Maiden name..... Any previous surnames.....

Date of birth..... Place of birth..... Sex M/F
(to include town/city and country)

Present address.....
(must include postcode)

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|---|---------------------------------------|-------------------------------------|
| Previous addresses in last five years (must include all postcodes) | Date from: (month and year) | Date to: (month and year) |
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I have the following prosecution(s) pending, court conviction(s), police caution(s) and/or Parish Hall attendances:

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I am acting as a referee for (applicant's name).....who is applying for registration as a British citizen. I understand that this is subject to a Police record check. I am aware that all convictions may be disclosed. I hereby declare that the information I have given is true and I consent to a Police record check being made.

Signature..... Date.....

B. To be completed by Customs & Immigration Service

I hereby request that a Police record check be made in respect of the above-named referee for the period of **10 years** preceding the date on which the above declaration is signed and that I be notified of unspent convictions.

Signature and title..... Date.....

C. For Police use only

No trace on details supplied

The applicant appears identical with the person whose criminal record is attached

Signature..... Date.....

Registration Application - Request For Police Check (REFEREE)

A. To be completed by referee of applicant for registration, in BLOCK CAPITALS. All sections MUST be filled in – DO NOT leave ANY blank areas. If not applicable please state 'N/A' or 'NONE'. Please give previous addresses going back over the past FIVE years and show FROM and TO dates in each case. If you have been at the same address for over 5 years please indicate 'AS ABOVE' for question on addresses in last five years.

Surname..... All forenames in full.....

Maiden name..... Any previous surnames.....

Date of birth..... Place of birth..... Sex M/F
(to include town/city and country)

Present address.....
(must include postcode)

| | | |
|---|---------------------------------------|-------------------------------------|
| Previous addresses in last five years (must include all postcodes) | Date from: (month and year) | Date to: (month and year) |
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I have the following prosecution(s) pending, court conviction(s), police caution(s) and/or Parish Hall attendances:

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I am acting as a referee for (applicant's name).....who is applying for registration as a British citizen. I understand that this is subject to a Police record check. I am aware that all convictions may be disclosed. I hereby declare that the information I have given is true and I consent to a Police record check being made.

Signature..... Date.....

B. To be completed by Customs & Immigration Service

I hereby request that a Police record check be made in respect of the above-named referee for the period of **10 years** preceding the date on which the above declaration is signed and that I be notified of unspent convictions.

Signature and title..... Date.....

C. For Police use only

No trace on details supplied

The applicant appears identical with the person whose criminal record is attached

Signature..... Date.....