



FOR OFFICE USE:

NRU:.....

UND REF:

Please complete in BLOCK CAPITALS and in black ink.

Contact details:

DATE STAMP:

Send completed form to: Business Hub, PO Box 55, St Helier, JE4 8PE

TEL: (01534) 444444, Email: businesslicensing@gov.je, www.gov.je

Or email to businesslicensing@gov.je

1. Eligibility

I confirm that (subject to a Non-Resident Business Licence being granted) all staff coming to Jersey will either be British or Irish nationals or have an existing Immigration permission that allows them to work in Jersey.

YES [] NO []

If you answered 'yes' to this question, please continue to section 2 of this form.

If you answered 'no' to the question above, you must contact the Immigration team on 01534 448000 or Immigration@gov.je to find out if a work permit and visa is required.

2. Details of Non Resident Undertaking

New Application []

Applicant (Please Tick) Company [] Individual []

Business Name []

Contact Name []

Job Role (if Company) []

Contact Number []

Email address []

Registered / Business Address [] Postcode []

How many days is your business planning to work in Jersey? []

State Maximum number of staff to be engaged during this contract []

How many days has your business worked in Jersey in the past 12 months? []

Detail the nature of works to be carried on []

Correspondence address for issued licence []

7. Signature / Agent

Signature

Date

D	D	M	M	Y	Y	Y	Y
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I am authorised to sign, for and on behalf of:

Print name

Position

8. Privacy Statement

Privacy Statement: In accordance with the Data Protection (Jersey) Law 2018 the controller is registered with the Office of the Information Commissioner. The information you provide on this form will only be used by us to assist you with your application for a Non-Resident Business Licence and its ongoing validation. The information will be processed by Customer and Local Services and stored on our secure database. As part of this process relevant information may be sought from, and disclosed to, relevant Government departments, arms-length organisations and regulatory bodies. We may use the email address provided as part of this application to send you Government of Jersey business information (including surveys) that may be relevant or of interest to you. The Control of Housing and Work (Jersey) Law 2012 allows us to make public, the identity of an undertaking, including its name and activity. Calls to or from our office may be recorded. For more information on how we use your data go to our [privacy policy on gov.je](https://www.gov.je/privacy-policy) or request a written copy by calling +44 (0) 1534 444444.

Fees — Non-Resident Undertakings Licence

Non-Resident Undertakings Licence

Article 3 of the Control of Housing & Work (Fees) (Jersey) Order 2013:

Each contract and/or site requires a separate application form to be submitted, along with the appropriate fee.

The individual fee for each application for a business licence by a non-resident undertaking is —

Number of days of proposed operation in 12-month period	Fee to accompany application (£)
up to 30 days	563.75
31 to 60 days	1,127.50
61 to 90 days	1,691.25
91 to 180 days	2,255
181 to 270 days	3,100.63
271 to 365 days	3,946.25

