

Guidance Notes for 'Application for a bail address and support under section 4(1)(C) of the Immigration and Asylum Act 1999'

You should use this form if:

- You are in detention under any provision in the Immigration Acts; and
- You wish to apply to the Home Office for a bail address and section 4 support under section 4(1)(c) of the Immigration and Asylum Act 1999 ("1999 Act") for the purposes of a bail application to either the Asylum Immigration Tribunal (AIT) or a Home Office Chief Immigration Officer (CIO); or
- You have already been bailed from immigration detention and now wish to apply to the Home Office for a bail address under section 4(1)(c) of the 1999 Act.

Please read these notes before completing the form.

1 Surname – you should give details of your surname (family name).

Other names – you should give all the other names you have used. This includes your first name, middle name, personal names and religious names.

Names that you have previously used - you should give details of any other names you have used, if they are different from the ones you have already given. This should include:

- your name when you were born (if different from the one you have already given)
- your maiden name (the name you used before you got married)
- any other names that you have used.

2 Are you male or female? – Please tick the box that corresponds to your answer.

3 Date of Birth – day/month/year – e.g. 16 February 1971 should be written 16/02/1971.

4 Nationality – please state your nationality.

5 Reference Numbers – please give details of all reference numbers that you have, where known. This will be (but not limited to) your Home Office reference, Port reference, Support reference (previously NASS reference), ARC (IFB) reference and National Insurance Number, etc.

5a Previous Application – please tell us if you have applied for a bail address before.

5b Date of Previous Application – please tell us the date on which your most recent previous application was made. day/month/year – e.g. 16 February 1971 should be written 16/02/1971.

6 Detention address – please provide your current detention address.

6a home office caseworker – please tell us the name of your Home Office caseworker.

7 Contact telephone number – please provide a contact number for yourself. If this is not your personal telephone number, then please provide the details of who the telephone number belongs to.

8 Who is representing you for this application? – Please submit details of any person who is representing you for this application. If your representative has filled in the form on your behalf then they must tick the corresponding box and sign the form at the end of the questions.

Please leave blank if you are not represented.

9 Sharing Rooms - please include any specific accommodation requirements you have which might prevent you from sharing a room with another supported person. This would include your language and any dialect, religion, medical requirements, dietary needs, any disabilities, any Home Office reporting requirements (including dates, times, how often and location).

How long will an application take?

We aim to make a decision within a reasonable time period after receipt of your application. Since the circumstances of each case are different we are unable to specify exactly the time it will take to make a decision on each case. We will keep you informed of the progress of your application.

How to make an application

When you have completed the application form, you should send it to the Home Office by one of the following methods:

Post: Home Office (UKVI)

Section 4 Bail Team

14th Floor (long Corridor),

Lunar House, 40 Wellesley Road

Croydon CR9 2BY

Fax: 0870 336 9368

You should keep a copy of any application that you send to the Home Office for your own personal records.

What happens next?

The Home Office will inform you in writing of the outcome of your application.