**Form 2 Guidance**

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

Form 2 must be completed if you are a child of 16 years or older wishing to apply for a permanent residence permit for the Falkland Islands as a principal applicant, or if you are included as a dependent in the application of a principal applicant.

A child may apply as a principal applicant if they are:

1. the child of a person with Falkland Islands status or of a person who holds a permanent residence permit;
2. a child who has the exceptional approval of the Principal Immigration Officer to make an application as a principal applicant under regulation 5 (4) of the Immigration (Permanent Residence Permits) Regulations 2009.

To help you to complete the Permanent Residence Permit Points System Form 2 correctly, you are strongly advised to read the General Guidance first, followed by the Form 2 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.

**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 child 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 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

* + 1. **a principal applicant who is the child of a person with Falkland Islands status or of a person who holds a permanent residence permit**
		2. **a child who is 16 or older and included in the application of a principal applicant**
		3. **a child principal applicant with the exception approval of the Principal Immigration Officer**

Put a cross (x) in the relevant box to show whether you are completing the form as a child principal applicant or as a child of 16 or older included in the application of a principal applicant.

Further guidance regarding a child who may apply as a principal applicant or be included as a dependent child in the application of a principal applicant is given at Part 2 of the General Guidance.

* 1. **Put a cross (x) in the relevant box to indicate your preferred title Mr Master Miss 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. ‘Lady’.

# 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.

# 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 1.13, if ‘No’ go to Part 2.

# 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).

# Note You must submit with your application, relevant supporting documents, e.g. birth certificate, evidence of change of name.

**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 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 meet the ordinarily resident requirement unless applying with the exceptional approval of the Principal Immigration Officer.

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. If you are a principal applicant applying as the child of a person who has Falkland Islands status or of a person who has a permanent residence permit, this date must be at least three years before your date of application otherwise you will not be eligible to apply.

 **Note If you are a person under the age 18 and do not meet the requirements to apply as a principal**

 **applicant, but have the written approval of the Principal Immigration Officer to apply (PRP**

 **Regulations 2009 s5(4)) – ordinary residence is not required.**

# If you are applying as a principal applicant who is the child of a person with Falkland Islands status or of a person who holds a permanent residence permit, provide details in the table below, of all your absences from the Falkland Islands in respect of the three years immediately before the date of your application, beginning with the most recent

If you are a child principal applicant to whom the residency requirements apply, 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 residency criteria that applies to a child 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.

# 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 Family Background Information**

This part seeks to identify the personal details of your parents.

# Your mother

* 1. **Your mother’s surname/s**

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

# Your mother’s first name/s

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

# Date of birth

This is the date on which your mother was born as stated on her birth certificate.

# Place of birth

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

# Country of birth

This is the country in which your mother was born as stated on her birth certificate.

# Country of citizenship

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

#  Put a cross (x) in the relevant box to indicate your mother’s current immigration status in the Falkland Islands

This must be your mother’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 visitor permit, a work permit, accompanying dependent permit, dependent permit, carer permit, or volunteer permit.

# Permanent resident permit holder

A person who holds a permanent residence permit.

# Not resident

A person who does not currently live in the Falkland Islands and does not currently possess a immigration permit that permits them to do so.

# Has Falkland Islands status

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

# Deceased

State their date of death.

* + 1. **Your father**
	1. **Your father’s surname/s**

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

# Your father’s first name/s

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

# Date of birth

This is the date on which your father was born as stated on his birth certificate.

# Place of birth

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

# Country of birth

This is the country in which your father was born as stated on his birth certificate.

# Country of citizenship

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

# Put a cross (x) in the relevant box to indicate your father’s current immigration status in the Falkland Islands

This must be your father’s current immigration status. Definitions of the categories are provided at 4.7 above.

**Note 1. If your parent or parents are your legal custodians, go to Part 6.**

**Note 2. If your parent or parents are your legal custodians, their current passport or certified copy**

 **and any previous passports that they still have in their possession must be submitted with**

 **the application.**

**Note 3. If your parent or parents are not your legal custodians and a person who is permanently**

 **resident in the Falkland Islands has been permanently appointed as your legal guardian, go to**

 **part 5.**

**Part 5 Your Legal Guardian**

This part relates to where a child has been appointed with a permanent legal guardian who is permanently resident in the Falkland Islands. If this part does not apply in your case, you should go to Part 6.

# Your guardian’s surname/s

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

# Your guardian’s first name/s

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

# 5.3 Your guardian’s address in the Falkland Islands

This is the address where your guardian currently lives in the Falkland Islands which may be the same as where you live.

# Home (land line) telephone number

If your guardian has a home land line telephone, provide the number. This is NOT their mobile telephone number.

# Mobile telephone number

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

# E-mail address

This can be at home, work or elsewhere but must be one your guardian uses on a regular basis so we can contact them quickly if required.

**Part 6 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 studies, you should provide alternative contact information.

# 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 7 Health Assessment**

The purpose of this part is to seek to ensure that a health assessment has been provided. This part only needs to be completed by a principal applicant. A dependent child included in the application of a principal applicant should continue to Part 9.

# 7.1 Put a cross (x) in the box to confirm that you or a responsible adult on your behalf, has provided a health assessment

If you are a principal applicant you or a responsible adult must provide a health assessment in support of your application. If you are a dependent child included in the application of a principal applicant, they must ensure that a health assessment has been provided in respect of you.

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 or a responsible adult on your behalf, have not included a health assessment your application will be rejected. You must not present a substantial charge on public funds or other impact of public resources because of your healthcare needs, otherwise the application may be refused.**

**Part 8 Educational Assessment**

The purpose of this part is to seek to ensure that an educational assessment has been provided*.* This part only needs to be completed by a principal applicant. A dependent child included in the application of a principal applicant should continue to Part 9.

# 8.1 Put a cross (x) in the box to confirm that you or a responsible adult on your behalf, has provided an educational assessment

If you are a principal applicant you or a responsible adult must provide an educational assessment in support of your application. If you are a dependent child included in the application of a principal applicant, they must ensure that an educational assessment has been provided in respect of you.

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

 **Note If you or a responsible adult on your behalf, have not included an educational assessment your**

 **application will be rejected. You must not present a substantial charge on public funds or other impact of public resources because of your educational needs, otherwise the application may be refused.**

**Part 9 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 8 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 9.7, 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 9.1 to 9.6 above. You may use a copy of Part 9 of the application form for this purpose.**

**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 10 Your Personal Background**

For acceptance into the Falkland Islands community on a permanent basis, you must be regarded as being of good character.

**Note If you are under 16 you do not need to complete this part, go to Part 12**

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 before the date of your 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

 **Note Provide 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 11.

# 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 must be of good character otherwise the application will 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, otherwise go to Part 13.

The 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.

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