



Guidance Notes for 'Application for support under section 4 of the Immigration and Asylum Act 1999 for Bail Addresses'

You should use this form if:

- you are a failed asylum seeker, a dependant of a failed asylum seeker, or have never had an asylum application but you are otherwise in detention under any provision in the Immigration Acts; and
- you wish to apply to the UKBA for section 4 support and a UKBA accommodation address for the purposes of a bail application.

If you have an undetermined claim for asylum, or an undetermined claim under Article 3 of the Human Rights Act or an appeal pending, you may be eligible to apply for section 95 support as an alternative to section 4. Applications to access Initial Accommodation should be submitted in writing to your local Initial Accommodation team via your Case Owner.

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.
- 6 **Please give your detention address** – please provide your current detention address.
- 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 not represented.

- 9 **Please provide any additional information that may be relevant to your application** – please include any specific accommodation requirements including your language and any dialect, religion, medical requirements, dietary needs, any disabilities, family living nearby, any UKBA reporting requirements (including dates, times, how often and location).

How to make an application

When you have completed the application form, you should send it to:

UK Border Agency
Section 4 Bail Team
2nd Floor
Advance House
15 Wellesley Road
Croydon
CR9 1AT

Fax Number: 0208 633 0713

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

What happens next?

The UKBA will inform you in writing of the address which has been allocated to you. The initial accommodation which you are provided with will only be short term until dispersal arrangements are made.