



Northumberland County Council

### Application for Immigration Inspection

Please complete this form and return to:-  
Public Health Protection Unit, Fire & Rescue Service, West Hartford Business Park, Cramlington,  
Northumberland, NE23 3JP

Sponsor Information		
Full Name		
Address		
Telephone Number		

Please note if the property being inspected has any gas appliances a current gas safety certificate needs to be seen during our inspection. The certificate should have been completed by a Gas Safe registered engineer to show all gas appliances within the premises are safe to use.

Names of **ALL** persons **currently living** at the premises that is being inspected.  
 (Include sponsor if sponsor is to be living at the premises)

Full Name	Sex M/F	Date of Birth	Relation to sponsor

Names of **ALL** visitors or proposed people who are to be living at the premises.

Full Name	Sex M/F	Date of Birth	Relation to sponsor

**DECLARATION**

For the purpose of any request for an immigration inspection the above information is accurate and true to the best of my knowledge.

Signature:- \_\_\_\_\_ Date: \_\_\_\_\_

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 Northumberland, NE23 3JP

Please be aware this is not a free service and a payment must be paid prior to the inspection. The inspection and the issue of the letters is depending on the number of bedrooms within the property.

<b>Immigration Property Inspection</b>	<b>Cost</b>
up to 2 bedroom property	£125
3/4 bedroom property	£150
5+ bedroom property	£175

The attached form must also be fully completed and returned to this department at the address above.

Please contact 01670 623778 for information on how to pay.

Once we receive payment and the completed form we will contact you to arrange a mutually convenient time for an officer to visit and inspect the property. The officer will only be available to inspect the property during normal working hours.

The immigration Authorities will not accept letters that are greater than 12 weeks old. If your letter expires, the council will need to carry out another inspection, incurring another fee. It is therefore very important.

Please note if the property being inspected has any gas appliances including gas central heating, cookers or fires etc a current CP12 gas certificate needs to be seen during our inspection. The CP12 gas certificate should have been completed by a Gas Safe registered engineer to show all appliances are safe to use.