



## **Why do you need to check my immigration status?**

The government has introduced new “Right to Rent” rules under s22 Immigration Act 2016, which give all landlords a legal duty to check that every tenant has the right to live in the UK.

**We need to take copies of documents which prove your nationality, to demonstrate that you have the right to rent a property here in the UK.**

### **Why does this rule affect me?**

The same checks apply equally to all adults residing in the property – including British citizens, nationals from the European Economic Area (EEA), and people from elsewhere in the world.

### **What is the information used for?**

The information only helps us as the agent to confirm your legal status. We will not discriminate for or against you because of your nationality. We will not use information for marketing or other purposes.

### **Why do you take copies of the documents?**

We submit your documents for visual and data checks, to confirm they are genuine. We are also obliged by law to keep a copy of your documents for one year after your tenancy has ended.

### **British citizens and nationals from the European Economic Area (EEA)**

If you are British, a citizen of the UK and Colonies with right of abode in the UK or a permanent resident of an EEA country or Switzerland, you automatically have the right to rent in the UK. We do still need to take copies of documents proving your nationality.

Countries in the EEA are: Austria, Belgium, Croatia, Republic of Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Ireland, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Netherlands, Norway, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and the U.K.

### **Nationals from outside the EEA**

As well as confirming your nationality, we need to check that you have the right to stay in the U.K. If your permission has a time limit, we will need to check it again in future once that time limit has ended or after 12 months, whichever occurs later.

### **What happens if I cannot provide documents?**

We are not permitted to allow the landlord to rent the property to you if you do not have the necessary documents and we will be fined if we do so. We will also need to report your status to the Home Office.

### **Why do you need to see me?**

We must verify identity documents in the presence of the holder of that document. So, we need to see every adult resident proposed for the property.

## **Which documents can we accept?**

We are happy to accept any 1 of the following:

Your passport	(which can be current or expired), showing you are a British citizen, a citizen of the UK and colonies with right of abode in the UK, or national of the EEA or Switzerland – or that you can stay in the U.K As a British citizen
A certificate of registration or naturalisation	
Your national identity card	Showing you are a permanent resident of a country in the EU or EEA, or Switzerland
A current or permanent residence card	Showing you can stay in the UK because you are a family member of a national from the EEA or Switzerland, or have derivative right of residence
Home Office Documents	Such as biometric document or immigration status documents with a photograph – with a valid endorsement showing you can stay in the UK.

Alternatively, you can show any 2 from the following list:

Your full birth or adoption certificate	If it was issued in the UK, Channel Islands, Isle of Man or Ireland, and includes the name of at least one of your parents or adoptive parents.
Evidence of your previous or current service in any of HM's UK armed forces	Identity card, document or confirmation issued by one of HM forces, confirmation letter issued by the Secretary of State.
A letter from a UK prison service or the National Offender Management Service	Confirming that you have been released from custody in the last six months, or a letter from your probation officer confirming you are the subject of a supervision order.
A current driving license	This can be full or provisional
Benefits paperwork	From the HMRC, Local Authority or Job Centre Plus, within the last three months.
A letter from a public authority, voluntary organisation or charity (issued within the 3 months prior to the check)	Which operates a scheme to assist individuals to secure accommodation in the private rented sector to prevent or resolve homelessness. This letter must confirm your name, and the address details of the prospective tenancy, which they are assisting with obtaining for you.
A letter from a UK government department or Local Authority	Signed by a named official (giving their name and professional address), confirming your name and that you have previously been known to the department of local authority.
A letter from your employer (issued within the 3 months prior to the check)	Confirming your name signed by your employer (giving their name and business address) confirming your status as employee and employee reference number or your National Insurance number.
A signed letter confirming your name and address (issued within the 3 months prior to the check)	From a British passport holder who works in (or is retired from) an acceptable profession as specified in the list of acceptable professional persons.
A letter from a UK police force (issued within the 3 months prior to the check)	With a crime reference number, confirming that your personal documents have been stolen within the last three months.
A letter from a UK further or higher education institution	Confirming your acceptance on a course of studies (issued within the 3 months prior to the check).
Disclosure and Barring Service Certificate (criminal record check)	Issued within the 3 months prior to the check.