



**WATFORD  
BOROUGH  
COUNCIL**

## Request for a Housing Immigration Inspection

**Please complete in block capitals**

Your name .....

Your telephone number: Daytime ..... Evening .....

Your email address .....

Address of the property that needs the inspection: .....

.....

Please choose the level of service you require:

**Standard Service** (Inspection within 10 days – fee £177.02)

**YES / NO**

**Priority Service** (Inspection within 3 days – fee £286.20)

**YES / NO**

Has the person intending to move to the UK made an immigration application **YES/NO**

**If yes** what is their application reference number .....

Please also supply a copy of their letter from the High Commission

**If no** what is the person's Full name .....

Male ..... or Female .....

Date of Birth .....

Passport Number .....

Address of High Commission Application made or will be made to: .....

.....

**Please list the names of everyone currently living at the property, their date of birth and sex**

Name	Date of Birth	Male/Female
		Male/Female
		Male/Female
		Male/Female
		Male/Female
		Male/Female
		Male/Female
		Male/Female

I enclose a copy of the letter from the High Commission if I have one

Signed .....

Name ..... Date .....

**Methods of payment:**

**Please pay by credit or with debit card in person at the Town Hall, or please call 01923 226400**

**DATA PROTECTION – Keeping your personal information safe.**

Any data that you provide will be stored and processed by Watford Borough Council or its appointed agents in accordance with the law.

Information collected may be shared with other Council departments and/or organisations the Council works with who assist us in the performance of our functions. It may also be shared with outside organisations such as the Police, DWP, and County Council, to prevent and detect crime. It may be shared with insurance companies and bodies responsible for auditing or administering public funds for the prevention and detection of fraud.

Further information on the Council's obligations to safeguard your personal information and your rights on accessing data held about you can be found on the Council's website at:

<https://www.watford.gov.uk/privacynotice> and <https://www.watford.gov.uk/ehlprivacynotice>  
or by telephoning 01923 278000