

**POINTS BASED SYSTEM: TIER 5 Temporary workers – government authorised exchange  
(To be submitted with all applications made on VAF9 form)**

**\*Please note that you MUST include ORIGINALS of ALL documents specified**

No.	Type of document	check
1	Completed VAF 9 and Appendix 6 (Self-Assessment form)	
2	One recent passport-sized photographs ( <i>Please view the @Photo Specs' for exact specifications</i> ) Please note- unsuitable photos will only delay your application	
3	Current valid passport ( <i>showing current Thai immigration status</i> ) with a blank page to insert visa (please ensure that this is the passport number mentioned on the Certificate of Sponsorship)	
4	Thai identity card ( <i>photocopy</i> )	
5	One set of photocopies of all documents submitted	
6	Has the Certificate of Sponsorship number been included in appendix VAF	
7	<b>Evidence of maintenance</b> Applicant must show balance of £800 or more maintained in their account for a period of three months prior to application, the specified evidence can be dated within one month of application date. The applicant must be named on the specified document as the account holder or joint account holder.  If A grade sponsor is meeting the maintenance the sponsor must include this information on Certificate of Sponsorship otherwise the entry clearance officer cannot award the points and the application falls to be refused.	
8	A certificate issued by International Organisation for Migration (IOM) confirming that the applicant is free from infectious tuberculosis (TB) Applies to all applicants aged 11 years and over	
9	All previous passports	
10	Visa fee	

**Further guidance can be found at:**

[www.ukvisas.gov.uk/en/howtoapply/infs/inf27pbstempworker](http://www.ukvisas.gov.uk/en/howtoapply/infs/inf27pbstempworker)

**PLEASE NOTE:**

1. *All specified documents must be original and where a document is not in English or Welsh, the original must be accompanied by a fully certified translation by a professional translator. This translation must include details of the translator's credentials and confirmation that it is an accurate translation of the original document, it must also be dated to include the original signature of the translator.*

*We may want to verify the supporting documents an applicant sends with their application. Therefore applicant must ensure that all the evidence comes from a source that can be contacted and that we maybe able independently confirm the documents authenticity.*

*We aim to consider applications quickly. However, we must also be confident that applications meet the requirements of the UK Immigration Rules, and that the information an applicant provides is a true reflection of their background.*

2. *An interview may be required at the Embassy or by phone*
3. *Application may need to be referred to the UK or other UK missions. This will inevitably cause delay in the processing time.*

Checked by (initials).....

Date.....

Full documents submitted Yes/No

If you choose only to provide some of the above documentation you must sign the following declaration:

I have been advised to provide the above-mentioned documents but I intend to submit my application with limited documents ticked in this checklist. I understand that failure to provide the other documents may result in the refusal of my application.

Signature:.....

Date:.....