

Immigration Entry Clearance Inspection

The Home Office may ask you to contact the Council in order to provide a housing condition report for immigration purposes. You should contact the Council's Private Sector Renewal Team who will arrange an inspection and will provide a written report outlining the property's fitness for habitation and status under the overcrowding provisions of the housing legislation.

1. Why does the Council visit?

When prospective immigrant(s) come(s) to live in the United Kingdom, the Immigration Authority will ask a sponsor to provide certain information. This includes evidence that the house where the prospective immigrant(s) will stay is suitable accommodation, which means that it is fit to live in and not overcrowded. The Council will carry out an inspection and provide the necessary report.

2. Contacting the Council

Dartford Borough Council
Civic Centre
Home Gardens
Dartford
DA1 1DR

If you have any queries about this service, please contact :-

Private Sector Renewal Team
01322 343674
Email: housingprivatesector@dartford.gov.uk

The Private Sector Renewal Team which carries out immigration inspections is located within the Housing Services at the Civic Centre.

To request a survey of your home, you will need to contact the Private Sector Renewal Team above to request an inspection.

Staff will take any relevant details, including:

- address of house to be inspected, and owners name/address;
- sponsor's name;
- Prospective immigrant(s) name(s) and date(s) of birth.
- Relationship of prospective immigrant(s) to the sponsor; and their length of stay;

You will therefore need to make sure that you have the correct details (including spellings) with you, when you contact the Council.

There is a fee of £100.00 per survey, which must be paid before the survey is carried out. You can pay this fee by cash, credit or debit card at the Cashiers Office at the Civic Centre Offices (open Monday, Tuesday, Thursday and Friday 09:00 – 15:00 hours), or by phoning the Private Sector Renewal Team on 01322 343674.

If you pay at the cashiers office in the Civic Centre you will be given a receipt, which you should return to the Private Sector Renewal Team, where an appointment will be made for an officer to inspect the house. Appointments are available during office hours, Monday to Thursday 08:45 – 17:15 hours and Friday 08:45 – 16:45 hours.

3. Surveying your house

An officer from the Private Sector Renewal Team will inspect your property to find whether the house is fit for human habitation. All rooms must be surveyed. It is a visual inspection and takes into account such things as the general state of repair, the presence of kitchen and bathroom facilities, heating and ventilation in the house.

The officer will also measure the size of rooms in your house so that an assessment can be made - regarding whether or not the house would become overcrowded if the prospective immigrant(s) is/are added to the household.

Please note that if the house is rented, the Officer will ask to see the tenancy agreement, written agreement from the landlord to the additional occupant(s), a current gas safety certificate (where appropriate), a recent electrical certificate and an Energy Performance Certificate (from 1/10/08)

If the house is satisfactory:

A letter to the British High Commission with a copy will be sent to the sponsor within 2 working days of the inspection.

The applicant is then responsible for forwarding the letter to the appropriate authority in support of the application for immigration.

If the house is not satisfactory:

If the house is unfit to live in and/or will be overcrowded, then a letter to the British High Commission with a copy will be sent to the sponsor within 2 working days of the inspection. This letter will outline the housing defects and/or a statement on overcrowding/crowding issues.

If the sponsor arranges for the defects to be corrected, the officer will re-inspect after the repairs are completed (no further charge is made for this visit). If the house is found to be fit to live in, then an updated letter to the British High Commission will be sent to the sponsor within 2 working days of the re-inspection.

Also see further information about the [Housing Health & Safety Rating System](#)

The applicant is then responsible for forwarding the letter to the appropriate authority in support of the application for immigration.

Please Note:

- We will not supply a letter to the British High Commission unless we have inspected the property.
- The Immigration Authorities may not accept letters that are greater than 12 weeks old.
- If your letter expires on this ground, we will not issue another until we have carried out a full investigation again. This will require the payment of £100 fee and will be treated as a new application.
- We reserve the right to make a charge for the supply of copies of the letter at a later date.

It is therefore very important that you do not request an inspection of your property for immigration purposes until you are ready to submit your full application to the relevant authorities.