

Team name: User to enter team name

# UK Child BenefitTax credits for people coming from abroad

There are rules for claiming Child Benefittax credits for people coming from abroad. You can find more information about this at **www.gov.uk** 

We will use the information you give us on this form to help us deal with any Child Benefittax credits claims you make.

# What you need to do next

Please answer all the questions on this form for you and your partner, if you have one. By partner we mean a person you are married to, in a civil partnership with or live with as if you are married or civil partners. Send this form back to us with the documents we have asked for by user to enter date.

# If you don't reply by this date, or you don't answer all of the questions on this form, or send all the documents we have asked for, we will make a decision based on the information we already have. If we don't have enough information by this date your claim will be disallowedrejected and you will not be paid.

We will normally send your documents back to you within 4 weeks. If we believe that any of the documents you send us are not genuine, we may keep them.

# About you

# What is your nationality?

If you have dual nationality, please tell us the names of both countries

What is your identity	number in the	country you have	•
arrived from?			

What is your identity number in the country you have arrived from?

What is your PESEL number?

What was the name of the voivodeship you were resident in when you lived in Poland?

What is your Rodné číslo number?

What is your identity number in the country you have arrived from?

What date did you arrive in the UK? DD MM YYYY

Address	
Country	
Have yo	ou been out of the UK since user to enter o
No 🗌	Yes
	ell us your address, including the country
Address	
Audress	
Country	
	/hat dates were you there? D MM YYYY

# About your partner

Fill in this section if you have a partner

# Title

For example Mrs, Miss, Ms, Mr, Dr

# Last name



# Address

Including house/flat number or house name

Address	
---------	--

Postcode

# **National Insurance number** (if they have one) For example QQ 12 34 56 A



# What is your partner's nationality?

If they have dual nationality, please tell us the names of both countries

# Do they live in the UK?

Yes

If No, tell us their full address, including house/flat number or house name, then go to **About your partner's work abroad** 

Address

No

# If Yes, what is their identity number in the country you have arrived from?

If Yes, what is their identity number in the country you have arrived from?

If Yes, what is their PESEL number?

If Yes, What was the name of the voivodeship they were resident in when they lived in Poland?

If Yes, what is their Rodné číslo number?

If Yes, what is their identity number in the country you have arrived from?

If Yes, what date did they arrive in the UK? DD MM YYYY

# What was their address in the country you have arrived from?

Address	
Country	

# Have they been out of the UK since user to enter date?

lo	Yes

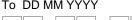
Ν

# If Yes, tell us their address, including the country

Address
Country

If Yes, what dates were they there? From DD MM YYYY

_	 	



Have you been employed in the UK at any time since	Have you worked for more than 1 employer?
	No Yes
	If Yes, please tell us about you previous employmen
If Yes, when did your employment start? DD MM YYYY	Employer's Name
	Employer's Address
Current employment details	
Employer's Name	
Employer's Address	Postcode
	If Yes, how many hours did you work each week?
Postcode	If Yes, what was your annual income? This is your income before tax and National Insuranc contributions are taken off.
	From DD MM YYYY
What is your annual income for the period from           April enter CY to 5 April enter CY?	
This is your income before tax and National Insurance contributions are taken off.	
£ 0 0	
What was your annual income for the period from	Have you paid or will you pay UK National Insurance contributions?
S April enter PY to 5 April enter PY? This is your income before tax and National Insurance	
contributions were taken off.	
£ 0 0	If Yes, from what date? DD MM YYYY
MPORTANT You need to send us copies of payslips	
Ind bank statements showing your salary from enter late to the current date. If you started working after	Has your employment in the UK ended?
his date, you need to send us payslips and bank statements from the date you started work.	No Yes
-	If Yes, when did it end? DD MM YYYY
PAYE/Employer number	
	If Yes, why did it end?
Do you expect your employment to continue for more han 3 months?	
f No, when do you expect it to end? DD MM YYYY	
MPORTANT - If you have a contract of employment,	

About your employment in the UK continued	
Are you registered with the Worker Authorisation Requirement? No Yes If Yes, what is your reference number? If Yes, what is your date of registration? DD MM YYYY If Yes, what is your date of registration? DD MM YYYY If Yes, what is your need to send us your registration certificate with this form.	If No, are you exempt from registration? No Yes If yes, tell us why
About your employment in the UK continued	
Are you registered with any of the following Home Office employment schemes:	What is your scheme reference number
Workers Authorisation Scheme	
Seasonal Agricultural Workers Scheme	What is your date of registration? DD MM YYYY
Sectors Based Scheme	
Highly Skilled Migrant Scheme	
No Yes	IMPORTANT You need to send your registration certificate with this form.
If Yes, please tick the relevant box	If No, are you exempt from registration?
Workers Authorisation Scheme	No Yes
Seasonal Agricultural Workers Scheme	If yes, tell us why
Sectors Based Scheme	
Highly Skilled Migrant Scheme	

About your partner's employment in the UK Only fill in this section if your partner works for an employe	er in the UK.
Have they been employed in the UK at any time since enter date? No Yes If Yes, when did their employment start? DD MM YYYY	Have they worked for more than 1 employer? No Yes If Yes, please tell us about their previous employment Name
Current employment details       Name       Address	Address
Postcode	If Yes, how many hours did they work each week?
How many hours do they work each week?         What is their annual income for the period from         6 April enter CY to 5 April enter CY?         This is their income before tax and National Insurance contributions are taken off.         £         •       0	contributions are taken off. £ 0 0 From DD MM YYYY To DD MM YYYY 0 0 0 From DD MM YYYY
What was their annual income for the period from         6 April enter PY to 5 April enter PY?         This is their income before tax and National Insurance contributions were taken off.         £       •       0       0	Have they paid or will they pay UK National Insurance contributions? No Yes I If Yes, from what date? DD MM YYYY
IMPORTANT You need to send us copies of payslips and bank statements showing their salary from enter date to the current date. If they started working after this date, you need to send us payslips and bank statements from the date they started work.	Has their employment in the UK ended?
PAYE/Employer number	If Yes, when did it end? DD MM YYYY IIIIIIIIIIIIIIIIIIIIIIIIIIIIIII
Do you expect their employment to continue for more than 3 months?         No       Yes         If No, when do they expect it to end? DD MM YYYY         Important - If they have a contract of employment, you need to send us a copy.	

About your partner's employment in the UK continued			
Are they registered with the Worker Authorisation Requirement?	If No, are they exempt from registration? No Yes I If yes, tell us why		
If Yes, what is their reference number?			
IMPORTANT You need to send us their registration certificate with this form.			
About your partner's employment in the UK contin	nued		
Are they registered with any of the following Home Office employment schemes:	What is their scheme reference number		
Workers Authorisation Scheme			
Seasonal Agricultural Workers Scheme	What is their date of registration? DD MM YYYY		
Sectors Based Scheme			
Highly Skilled Migrant Scheme			
No Yes	IMPORTANT You need to send their registration certificate with this form.		
If Yes, please tick the relevant box	If No, are they exempt from registration?		
Workers Authorisation Scheme	No Yes		
Seasonal Agricultural Workers Scheme	If yes, tell us why		
Sectors Based Scheme			
Highly Skilled Migrant Scheme			

Did you come to the UK only to look for work?	Are you registered with the Department for Work and Pensions?
What type(s) of work have you been looking for?	
	If No, why not?
Have you applied for any jobs?	
	Are you doing any vocational training?
	No Yes
f Yes, what type(s) of jobs have you applied for?	If Yes, what type of training?
IMPORTANT You need to send us evidence of jobs you have applied for. For example, invitations to interviews notification of results of interview, evidence of registration with job agency or website	
have applied for. For example, invitations to interviews notification of results of interview, evidence of registration with job agency or website About your partner looking for work in the U Only fill in this section if your partner is looking for wo	s, K prk in the UK.
have applied for. For example, invitations to interviews notification of results of interview, evidence of registration with job agency or website About your partner looking for work in the U Only fill in this section if your partner is looking for wo	s,  K
have applied for. For example, invitations to interviews notification of results of interview, evidence of registration with job agency or website About your partner looking for work in the U Only fill in this section if your partner is looking for wo Did they come to the UK only to look for work?	K ork in the UK. Are they registered with the Department for Work and Pensions?
About your partner looking for work in the U Only fill in this section if your partner is looking for work? No Yes Yes	K Dork in the UK. Are they registered with the Department for Work and Pensions? No Yes
have applied for. For example, invitations to interviews notification of results of interview, evidence of registration with job agency or website About your partner looking for work in the U Only fill in this section if your partner is looking for wo Did they come to the UK only to look for work? No Yes	K ork in the UK. Are they registered with the Department for Work and Pensions?
About your partner looking for work in the U Only fill in this section if your partner is looking for work? No Yes Yes	K Dork in the UK. Are they registered with the Department for Work and Pensions? No Yes
About your partner looking for work in the U Only fill in this section if your partner is looking for work? No Yes Yes	K Dork in the UK. Are they registered with the Department for Work and Pensions? No Yes
have applied for. For example, invitations to interviews notification of results of interview, evidence of registration with job agency or website About your partner looking for work in the U Only fill in this section if your partner is looking for wo Did they come to the UK only to look for work? No Yes What type(s) of work have they been looking for?	K ork in the UK. Are they registered with the Department for Work and Pensions? No Yes If No, why not?
have applied for. For example, invitations to interviews notification of results of interview, evidence of registration with job agency or website About your partner looking for work in the U Only fill in this section if your partner is looking for wo Did they come to the UK only to look for work? No Yes What type(s) of work have they been looking for? Have they applied for any jobs?	K Dork in the UK. Are they registered with the Department for Work and Pensions? No Yes
have applied for. For example, invitations to interviews notification of results of interview, evidence of registration with job agency or website About your partner looking for work in the U Only fill in this section if your partner is looking for wo Did they come to the UK only to look for work? No Yes What type(s) of work have they been looking for? Have they applied for any jobs?	K ork in the UK. Are they registered with the Department for Work and Pensions? No Yes If No, why not?
About your partner looking for work in the U   About your partner looking for work in the U   Only fill in this section if your partner is looking for work?   No   Yes   Have they applied for any jobs? No Yes	K         bork in the UK.         Are they registered with the Department for Work and Pensions?         No       Yes         If No, why not?         If No, why not?         Are they doing any vocational training?
have applied for. For example, invitations to interviews   houtification of results of interview, evidence of   registration with job agency or website   About your partner looking for work in the U Only fill in this section if your partner is looking for work? No Yes What type(s) of work have they been looking for? Have they applied for any jobs? No Yes	K   Dork in the UK.     Are they registered with the Department for Work and Pensions?   No   Yes     If No, why not?     If No, why not?     Are they doing any vocational training?   No   Yes
have applied for. For example, invitations to interviews notification of results of interview, evidence of registration with job agency or website About your partner looking for work in the U Only fill in this section if your partner is looking for wo Did they come to the UK only to look for work? No Yes What type(s) of work have they been looking for? Have they applied for any jobs?	K   Dork in the UK.     Are they registered with the Department for Work and Pensions?   No   Yes     If No, why not?     If No, why not?     Are they doing any vocational training?   No   Yes

About your self-employment in the UK Only fill in this section if you are self-employed in the UK.	
Have you been self-employed in the UK at any time since enter date? No Yes If No, go to 'About benefits claimed in the UK' section If Yes, when did you become self-employed? DD MM YYYY	What are your annual profitable earnings for the period 6 April enter CY to 5 April enter CY? This should be your earnings before any tax or National Insurance contributions are taken off $\pounds$ $0$ $0$ IMPORTANT You need to send us copies of payslips and bank statements showing your salary from enter date to the current date. If you started working after this date, you should send us payslips and bank
Have you registered as self-employed with HMRC?         No       Yes         If Yes, what is your Unique Tax Reference (UTR) number?         If Yes, when did you register? DD MM YYYY	statements from the date you started work. What were your annual profitable earnings for the period 6 April enter PY to 5 April enter PY? This should be your earnings before any tax or National Insurance contributions were taken off $\pounds$ 0 0 What were your annual profitable earnings for the period 6 April enter PY-1 to 5 April enter PY-1? This should be your earnings before any tax or
What address do you work from? Address	National Insurance contributions were taken off £ Do you expect your self-employment to continue for more than 3 months?
Postcode How many hours do you work each week?	No Yes II If No, when will it end? DD MM YYYY

# About your self-employment in the UK continued

Have you been trading for more than 3 months? Complete the following table with the details since the start of your trading. If you have been trading for less than 3 months, then complete the table with the last 12 weeks hours worked

Week number	Date (week commencing)	Hours worked	Self-employed income	Self-employed expenditure
Week 1				
Week 2				
Week 3				
Week 4				
Week 5				
Week 6				
Week 7				
Week 8				
Week 9				
Week 10				
Week 11				
Week 12				

About your self-employment in the UK continued	
What type of work do you do? For example, scrap metal dealer, cleaner, construction worker	Do you have a separate bank account for your business?
Do you have public liability insurance? No Yes If Yes, send us your insurance document	IMPORTANT You need to send us copies of payslips and bank statements showing your salary from enter date to the current date. If you started working after this date, you should send us payslips and bank statements from the date you started work.
Do you have a VAT registration number? No Yes I If Yes, what is your VAT registration number? If Yes, you need to send us your registration certificate.	
About your self-employment in the UK continued Do you have an accountant?	How do you get customers?
No Yes	For example, adverts, word of mouth
If Yes, tell us their name and address     Name	
Address	You need to send us copies of any adverts you've used.
Postcode	How many customers do you have?

About your partner's self-employment in the UK Only fill in this section if your partner is self-employed in th	e UK.
Have they been self-employed in the UK at any time since enter date? No Yes If No, go to 'About benefits your partner claimed in the UK' section If Yes, when did they become self-employed? DD MM YYYY	What are their annual profitable earnings for the period 6 April enter CY to 5 April enter CY? This should be their earnings before any tax or National Insurance contributions are taken off $\pounds$ $0$ $0$ IMPORTANT You need to send us copies of payslips and bank statements showing their salary from enter date to the current date. If they started working after
Have they registered as self-employed with HMRC? No Yes I If Yes, what is their Unique Tax Reference (UTR) number?	this date, you need to send us payslips and bank statements from the date they started working attent work. What were their annual profitable earnings for the period 6 April enter PY to 5 April enter PY? This should be their earnings before any tax or National Insurance contributions were taken off $\pounds$ 0 0
If Yes, when did they register? DD MM YYYY  What address do they work from?  Address	What were their annual profitable earnings for the period 6 April enter PY-1 to 5 April enter PY-1? This should be their earnings before any tax or National Insurance contributions were taken off $\pounds$ 0 0
Postcode How many hours do they work each week?	Do they expect their self-employment to continue for more than 3 months? No Yes If No, when will it end? DD MM YYYY

# About your partner's self-employment in the UK continued

# Have they been trading for more than 3 months?

Complete the following table with the details since the start of their trading. If they have been trading for less than 3 months, then complete the table with the last 12 weeks hours worked

Week number	Date (week commencing)	Hours worked	Self-employed income	Self-employed expenditure	
Week 1					
Week 2					
Week 3					
Week 4					
Week 5					
Week 6					
Week 7					
Week 8					
Week 9					
Week 10					
Week 11					
Week 12					

What type of work do they do?	Do they have an accountant?
For example, scrap metal dealer, cleaner, construction worker	
	If Yes, tell us their name and address
Do they have public liability insurance?	Name
	Address
Io Yes Yes Send us their insurance document	
Do they have a VAT registration number?	Postcode
lo Yes	How do they get customers?
f Yes, what is their VAT registration number?	For example, adverts, word of mouth
f Yes, you need to send us their registration certificate.	
Do you they have a separate bank account for	
heir business?	You need to send us copies of any adverts
No Yes	they have used.
MPORTANT You need to send us copies of payslips	How many customers do they have?
late to the current date. If they started working after his date, you need to send us payslips and bank	
and bank statements showing their salary from enter date to the current date. If they started working after his date, you need to send us payslips and bank statements from the date they started work. f you areyour partner isyou or your partner ar	re self-employed
date to the current date. If they started working after his date, you need to send us payslips and bank statements from the date they started work. f you areyour partner isyou or your partner ar	
<ul> <li>date to the current date. If they started working after his date, you need to send us payslips and bank statements from the date they started work.</li> <li>f you areyour partner isyou or your partner ar You need to send us the following information from us copies of payslips and bank statements for you your</li> </ul>	er to enter date partner you and your partner
<ul> <li>date to the current date. If they started working after his date, you need to send us payslips and bank statements from the date they started work.</li> <li>f you areyour partner isyou or your partner ar You need to send us the following information from us</li> <li>copies of payslips and bank statements for you your</li> <li>a summary/diary of bookings and/or appointments to the send us the following and the send us to the send us the following and the send us the following and the send us the following and the send us the send us the following and the send us the send us</li></ul>	er to enter date partner you and your partner aken or made
<ul> <li>date to the current date. If they started working after his date, you need to send us payslips and bank statements from the date they started work.</li> <li>f you areyour partner isyou or your partner ar You need to send us the following information from us</li> <li>copies of payslips and bank statements for you your</li> <li>a summary/diary of bookings and/or appointments ta</li> <li>invoices for work you haveyour partner hasyou or your</li> </ul>	er to enter date r partner you and your partner aken or made our partner have done
<ul> <li>date to the current date. If they started working after his date, you need to send us payslips and bank statements from the date they started work.</li> <li>f you areyour partner isyou or your partner ar You need to send us the following information from us copies of payslips and bank statements for you your a summary/diary of bookings and/or appointments ta invoices for work you haveyour partner hasyou or you receipts for expenses only relating to your business details of any vehicles you useyour partner usesyou</li> </ul>	er to enter date partner you and your partner aken or made our partner have done
<ul> <li>date to the current date. If they started working after his date, you need to send us payslips and bank statements from the date they started work.</li> <li>f you areyour partner isyou or your partner ar You need to send us the following information from us copies of payslips and bank statements for you your a summary/diary of bookings and/or appointments to invoices for work you haveyour partner hasyou or your partner based on the partner of the payslips and your business.</li> </ul>	er to enter date r partner you and your partner aken or made our partner have done n and your partner use including a photocopy of the
<ul> <li>ate to the current date. If they started working after his date, you need to send us payslips and bank statements from the date they started work.</li> <li>f you areyour partner isyou or your partner ar You need to send us the following information from us copies of payslips and bank statements for you your a summary/diary of bookings and/or appointments to invoices for work you haveyour partner hasyou or you receipts for expenses only relating to your business details of any vehicles you useyour partner usesyou registration and insurance documents</li> </ul>	er to enter date r partner you and your partner aken or made our partner have done r and your partner use including a photocopy of the
<ul> <li>ate to the current date. If they started working after his date, you need to send us payslips and bank statements from the date they started work.</li> <li>f you areyour partner isyou or your partner ar You need to send us the following information from us copies of payslips and bank statements for you your a summary/diary of bookings and/or appointments to invoices for work you haveyour partner hasyou or your receipts for expenses only relating to your business details of any vehicles you useyour partner usesyour registration and insurance documents</li> <li>details of any trade or business qualifications you have your partner have made</li> <li>f you are a scrap metal dealeryour partner is a scrap residue.</li> </ul>	er to enter date partner you and your partner aken or made our partner have done and your partner use including a photocopy of the aveyour partner hasyou or your partner have
<ul> <li>ate to the current date. If they started working after his date, you need to send us payslips and bank statements from the date they started work.</li> <li>f you areyour partner isyou or your partner ar You need to send us the following information from us copies of payslips and bank statements for you your a summary/diary of bookings and/or appointments to invoices for work you haveyour partner hasyou or your receipts for expenses only relating to your business details of any vehicles you useyour partner usesyour registration and insurance documents</li> <li>details of any trade or business qualifications you have you are a scrap metal dealeryour partner is a</li></ul>	er to enter date partner you and your partner aken or made our partner have done and your partner use including a photocopy of the aveyour partner hasyou or your partner have utions you have madeyour partner has madeyou or your
<ul> <li>ate to the current date. If they started working after his date, you need to send us payslips and bank statements from the date they started work.</li> <li>f you areyour partner isyou or your partner ar You need to send us the following information from us copies of payslips and bank statements for you your a summary/diary of bookings and/or appointments to invoices for work you haveyour partner hasyou or your receipts for expenses only relating to your business details of any vehicles you useyour partner usesyour registration and insurance documents</li> <li>details of any trade or business qualifications you have your partner have made</li> <li>f you are a scrap metal dealeryour partner is a scrap meed to send us:</li> <li>your licence(s) from the local council</li> </ul>	er to enter date partner you and your partner aken or made our partner have done and your partner use including a photocopy of the aveyour partner hasyou or your partner have utions you have madeyour partner has madeyou or your
ate to the current date. If they started working after his date, you need to send us payslips and bank tatements from the date they started work. <b>Fyou areyour partner isyou or your partner ar</b> You need to send us the following information from <b>us</b> copies of payslips and bank statements for you your a summary/diary of bookings and/or appointments to invoices for work you haveyour partner hasyou or you receipts for expenses only relating to your business details of any vehicles you useyour partner usesyour registration and insurance documents details of any trade or business qualifications you have evidence of any Class 2 National Insurance contribu- partner have made Fyou are a scrap metal dealeryour partner is a scrap re eed to send us: your licence(s) from the local council your environment licence(s)	er to enter date partner you and your partner aken or made our partner have done and your partner use including a photocopy of the aveyour partner hasyou or your partner have utions you have madeyour partner has madeyou or your metal dealeryou or your partner are scrap metal dealers y
ate to the current date. If they started working after his date, you need to send us payslips and bank tatements from the date they started work. <b>You areyour partner isyou or your partner ar</b> You need to send us the following information from <b>us</b> copies of payslips and bank statements for you your a summary/diary of bookings and/or appointments ta invoices for work you haveyour partner hasyou or you receipts for expenses only relating to your business details of any vehicles you useyour partner usesyour registration and insurance documents details of any trade or business qualifications you has evidence of any Class 2 National Insurance contribu- partner have made you are a scrap metal dealeryour partner is a scrap r eed to send us: your licence(s) from the local council your environment licence(s) you are a cleaneryour partner is a cleaneryou or you ddresses of any regular customers.	er to enter date r partner you and your partner aken or made our partner have done i and your partner use including a photocopy of the aveyour partner hasyou or your partner have utions you have madeyour partner has madeyou or your metal dealeryou or your partner are scrap metal dealers y
<ul> <li>date to the current date. If they started working after his date, you need to send us payslips and bank statements from the date they started work.</li> <li>f you areyour partner isyou or your partner are you need to send us the following information from us</li> <li>copies of payslips and bank statements for you your</li> <li>a summary/diary of bookings and/or appointments ta</li> <li>invoices for work you haveyour partner hasyou or you receipts for expenses only relating to your business</li> <li>details of any vehicles you useyour partner usesyou registration and insurance documents</li> <li>details of any trade or business qualifications you have your partner have made</li> <li>f you are a scrap metal dealeryour partner is a scrap meed to send us:</li> <li>your licence(s) from the local council</li> <li>your environment licence(s)</li> <li>f you are a cleaneryour partner is a cleaneryou or you addresses of any regular customers.</li> </ul>	er to enter date partner you and your partner aken or made our partner have done and your partner use including a photocopy of the aveyour partner hasyou or your partner have utions you have madeyour partner has madeyou or your metal dealeryou or your partner are scrap metal dealers y r partner are cleaners you need to send us the names an ruction workeryou or your partner are construction worker

About benefits claimed in the UK	
Have you claimed or received any contribution-based benefits since user to enter date? No Yes I If Yes, tell us the name of the benefit If Yes, when was it awarded? DD MM YYYY	Has the benefit stopped? No Yes If Yes, when did it stop? DD MM YYYY
About benefits your partner claimed in the UK	
Have they claimed or received any contribution-based benefits since user to enter date? No Yes I If Yes, tell us the name of the benefit	Has the benefit stopped? No Yes I If Yes, when did it stop? DD MM YYYY
If Yes, when was it awarded? DD MM YYYY	
About your work or self-employment abroad	
Were you working or self-employed in the country where you were living before coming to the UK?	Were you a UK Crown servant posted overseas?
No Yes I If Yes, what was your annual income? £ D MM YYYY From DD MM YYYY	If Yes, were you present and 'ordinarily resident' in the UK prior to that posting? No Yes By 'ordinarily resident' we mean:
To DD MM YYYY	<ul> <li>you are resident in the UK year after year</li> <li>when you arrive in the UK it is clear you plan to stay for at least 3 years</li> </ul>
Which country did you pay National Insurance contributions to?	<ul> <li>you were present in the UK immediately prior to the posting</li> </ul>

About your partner's work or self-employment at Complete this section if your partner worked or was self-e still abroad.	
If your partner lives abroad, are they working or self-employed in the country where they are living? Or, if they live in the UK, were they working or self-employed in the country where they were living before coming to the UK?	If they were paying UK National Insurance contributions, do they have a certificate? For example, E101, E102 or A1 No Yes If Yes, you need to send a copy with this form
No Yes If Yes, what was their annual income? £ 0 0 0 From DD MM YYYY	Were they a UK Crown servant posted overseas? No Yes If Yes, were they present and 'ordinarily resident' in the UK prior to that posting?
To DD MM YYYY  Which country did they pay National Insurance contributions to?	<ul> <li>No Yes By 'ordinarily resident' we mean:</li> <li>they are resident in the UK year after year</li> <li>when they arrive in the UK it is clear they plan to stay for at least 3 years</li> <li>they were present in the UK immediately prior to</li> </ul>
About benefits you claimed abroad	the posting
Are you or were you getting family benefits, for example Child Benefit, in another country? No Yes I If Yes, what is the name of the benefit?	Are you or were you getting a social security benefit in another country? No Yes If Yes, what is the name of the benefit?
If Yes, what is the benefit reference number?	If Yes, what is the benefit reference number?
If Yes, what is the name and address of the office that paid the benefit?          Name         Address	If Yes, what is the name and address of the office that paid the benefit?          Name         Address
Has the benefit stopped?	Has the benefit stopped?
If Yes, what period did the last payment cover? From DD MM YYYY To DD MM YYYY To DD MM YYYY	If Yes, what period did the benefit cover? From DD MM YYYY To DD MM YYYY To DD MM YYYY

About benefits your partner claimed abroad			
Are they or were they getting family benefits, for example Child Benefit, in another country?	Are they or were they getting a social security benefit in another country?		
No Yes	No Yes		
If Yes, what is the name of the benefit?	If Yes, what is the name of the benefit?		
If Yes, what is the benefit reference number?	If Yes, what is the benefit reference number?		
If Yes, what is the name and address of the office that paid the benefit?	If Yes, what is the name and address of the office that paid the benefit?		
Name	Name		
Address	Address		
Has the benefit stopped?	Has the benefit stopped?		
No Yes	No Yes		
If Yes, what period did the last payment cover?	If Yes, what period did the benefit cover?		
	From DD MM YYYY		
	To DD MM YYYY		

# About your money

Do you have any other money apart from what you have already told us about, that you use to support yourself and your family?

For example, savings or child maintenance payments

No Yes

If Yes, give details

# Income type Amount Currency In the currency For example, you receive it For example, In the currency Pounds, euros In the currency In the currencurency In the currencurency </t

How often do you get the money?

Daily	
Weekly	
Monthly	
Other	
If Other, please give details For example, every 3 months, yearly	

IMPORTANT You need to send us a copy of your bank statements showing this money.

**Do you have Comprehensive Sickness Insurance (CSI) in the UK for you and your family members?** For example, a European Health Insurance Card (EHIC) from the country you arrived from. If you have CSI, you must renew it each year. If you don't,

If you have CSI, you must renew it each year. If you don't, you must tell us straightaway

No Yes

If Yes, when did the insurance cover start? DD MM YYYY

- 11					
- 11					
- 11					

You need to send us the insurance document or EHIC.

# About your partner's money

Do they have any other money apart from what you have already told us about, that they use to support yourself and your family?

For example, savings or child maintenance payments

No	Yes	

# If Yes, give details

Income type	Amount	Currency
	In the currency they receive it	For example, pounds, euros

**Do they have Comprehensive Sickness Insurance (CSI) in the UK for themselves and their family members?** For example, a European Health Insurance Card (EHIC) from the country they arrived from.

If they have CSI, they must renew it each year. If they don't, you must tell us straightaway

No Yes

If Yes, when did the insurance cover start? DD MM YYYY

			1 1	
			1 1	
			1 1	
			1 1	

You need to send us the insurance document or EHIC.

How often d	o they get	the money?
-------------	------------	------------

Daily	
Weekly	
Monthly	
Other	
If Other, please give details For example, every 3 months, yearly	

IMPORTANT You need to send us a copy of their bank statements showing this money.

# About your children

When we talk about 'education' we mean primary school, secondary school or college.

	Date of arrival in UK	Are they or have they been in education	If Yes, when did they start education?	If they are no longer in education, when did it stop?	
Name of child	DD MM YYYY	Yes / No	DD MM YYYY	DD MM YYYY	

About your children	
Do all of the children live with you?	
No Yes	
Do you regularly give money or help toward	Is the child(ren)'s support?
No, please go to the Declaration	
Yes, please tell us when it started? DD MM	YYYY
Yes, How much do you pay each week?	
£ 0 0	
MPORTANT	
	nents you give to help towards the child(ren)'s support. For
xample:	
international money transfer slips	
bank account statements showing detai	
solicitor's letter confirming in detail that the receipts for toys, clothing or gifts bought	
	hool or college the children last attended abroad?
Name	Name
Address	Address
What was the date of the last day of term at	the school or college abroad? DD MM YYYY
On what date did the children last attend a s	school or college abroad? DD MM YYYY
f any of the children left school abroad befo n the UK, tell us why	ore the end of term and started a new course when they arrived

bout your children	- diana akana di duning danan dina ani na dada a an dida Una unbu
there have been any gaps in the children's educ	cation abroad during term time, give dates and tell us why
s the child(ren) is/are aged 18 or over, do they c ormal education?	ontinue to need your support and care in order to complete their
o 🛄 Yes 🛄	
he EEA includes Austria, Belgium, Bulgaria, Croatia	ional of a European Economic Area (EEA) country or Switzerland? a, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, The Netherlands, nia, Spain, Sweden and the UK
Yes, what is the nationality of the parent?	
as this parent living in the UK on or before the o	date that the children first attended formal education?
o Yes	
as this parent employed in the UK on or before	the date the children first attended formal education?
o Yes	
bout the person your children live w	vith
this the person you have told us about in the se	ection 'About your partner'?
o Yes	
yes, go to 'About the childrens' birth or adoptive pa	rent'
no, answer the following questions	
lease give the name and address of the person t	the children live with
Name	
Address	
/hat is the relationship between this person and	the child(ren)?
<b>/hat is the relationship between this person and</b> or example, mother or father	the child(ren)?
	the child(ren)?
or example, mother or father	
	you?

About the person your children live wi	th
If they are from Poland, what is their PESEL numbe	
PESEL number	
Voivodship	
If they are from Slovakia, what is their Rodné číslo	number?
What is their identity number?	
For example, if in the UK, tell us their National Insurance	ce number
Is this person or their partner employed or self-emp	ploved in the country they live in?
No Yes I Yes I Yes	er (if self-employed, write 'self-employed' in the 'name' space
Name	er (ir seir-employed, while seir-employed in the name space
Address	
If they live abroad, are they working or self-employed were they working or self-employed in the country	ed in the country where they are living? Or, if they live in the UK,
	where they were living before conting to the OK?
If Yes, what was their annual income?	
Which country did they pay National Insurance con	tributions to?
If they were paying UK National Insurance contribu For example, E101, E102 or A1	tions, do they have a certificate?
If Yes, you need to send a copy with this form	

About the person your children live with
Were they a UK Crown servant posted overseas?
No Yes
If Yes, were they present and 'ordinarily resident' in the UK prior to that posting? By 'ordinarily resident' we mean:
<ul> <li>they are resident in the UK year after year</li> </ul>
when they arrive in the UK it is clear they plan to stay for at least 3 years
No Yes
Are they, or were they, getting family benefits for example Child Benefit, in another country?
No Yes
If Yes, what is the name of the benefit?
If Yes, what is the benefit reference number?
If Yes, what is the name and address of the office that paid the benefit?
Name
Address
Has the benefit stopped?
No Yes
If Yes, what period did the last payment cover?
From DD MM YYYY

About the person your children live with				
Are they or were they getting a social s	security benefit in another country?			
No Yes				
If Yes, what is the name of the benefit?				
If Yes, what is the benefit reference numb	er?			
If Yes, what is the name and address of the	ne office that paid the benefit?			
Name				
Address				
Has the benefit stopped?				
No Yes				
If Yes, what period did the last payment c	over?			
From DD MM YYYY				
To DD MM YYYY				
Do they have any other money apart fr and their family?	om what you have already told us abou	ut, that they use to support themselves		
For example, savings or child maintenance	e payments			
No Yes				
If Yes, give details				
Income type	Amount	Currency		
	In the currency they receive it	For example, pounds, euros		

About the person your children live with			
How often do they get the money?			
Daily			
Weekly			
Monthly			
Other			
If Other, please give details For example, every 3 months, yearly			
IMPORTANT You need to send us a copy of their ba	nk statements showing this money.		
Do they have Comprehensive Sickness Insurance (CSI) in the UK for themselves and their family members?         For example, a European Health Insurance Card (EHIC) from the country they arrived from. If they have CSI, they must renew it each year. If they don't, you must tell us straightaway         No       Yes         If Yes, when did the insurance cover start? DD MM YYYY			
IMPORTANT You need to send us the insurance document or EHIC.			
Is this person the children's birth or adoptive parent? No Yes I If Yes , go to 'About the childrens' birth or adoptive parent'			
About the shildrene' birth or edentive nevert			
About the childrens' birth or adoptive parent			
Is this the person you have told us about in the sect No Yes	tion 'About your partner'?		
If yes, go to 'About where your children lived before the If no, answer the following questions	y came to the UK'		

About the childrens' birth or adoptive parent
What is full name and address of the children's birth or adoptive parent?
Name
Address
If they are from Poland, what is their DESEL number and voivedeshin?
If they are from Poland, what is their PESEL number and voivodeship?           PESEL number
Voivodship
If they are from Slovakia, what is their Rodné číslo number?
What is their identity number?
For example, if in the UK, tell us their National Insurance number
If they live abroad, are they working or self-employed in the country where they are living? Or, if they live in the UK, were they working or self-employed in the country where they were living before coming to the UK?
No Yes
If Yes, what was their annual income?
From DD MM YYYY
Which country did they pay National Insurance contributions to?
If they were paying UK National Insurance contributions, do they have a certificate? For example, E101, E102 or A1
No Yes
If Yes, you need to send a copy with this form
Were they a UK Crown servant posted overseas?
No Yes
If Yes, were they present and 'ordinarily resident' in the UK prior to that posting? By 'ordinarily resident' we mean:
they are resident in the UK year after year
when they arrive in the UK it is clear they plan to stay for at least 3 years
No Yes

About the childrens' birth or adoptive parent	
Are they, or were they, getting family benefits for example Child Benefit, in another country?	
No Yes Yes	
If Yes, what is the name of the benefit?	
If Yes, what is the benefit reference number?	
If Yes, what is the name and address of the office that paid the benefit?	
Name	
Address	
Has the benefit stopped?	
If Yes, what period did the last payment cover?	
From DD MM YYYY	

About the childrens' birth or adoptive parent
Are they or were they getting a social security benefit in another country? No Yes
If Yes, what is the name of the benefit?
If Yes, what is the benefit reference number?
If Yes, what is the name and address of the office that paid the benefit?
Address
Has the benefit stopped? No Yes
If Yes, what period did the last payment cover?
From DD MM YYYY

# About the childrens' birth or adoptive parent

Do they have any other money apart from what you have already told us about, that they use to support themselves and their family?

For example, savings or child maintenance payments

No	Yes
INO	res

If Yes, give details

Income type	Amount	Currency
	In the currency they receive it	For example, pounds, euros

# How often do they get the money?

Daily	
Weekly	
Monthly	
Other	
If Other, please give details For example, every 3 months, yearly	

# IMPORTANT You need to send us a copy of their bank statements showing this money.

Do they have Comprehensive Sickness Insurance (CSI) in the UK for themselves and their family members? For example, a European Health Insurance Card (EHIC) from the country they arrived from. If they have CSI, they must renew it each year. If they don't, you must tell us straightaway No Yes
If Yes, when did the insurance cover start? DD MM YYYY
IMPORTANT You need to send us the insurance document or EHIC.
Now go to the 'Additional questions' section and 'Declaration'.
About where your children lived before they came to the UK

Did the children live with somebody else before they came to live with you in the UK?

No Yes

If No, go to 'Other information'

Full name and address of the person the child	e they came to the UK
Name	
Address	
<b>Vhat is the relationship between this person a</b> For example, mother or father	nd the child(ren)?
Vhat is the relationship between this person a	nd you?
For example, partner, partner separated by distant	
f they are from Poland, what is their PESEL nເ	umber and volvodeshin?
PESEL number	
Voivodship	
f they are from Slovakia, what is their Rodné č	íslo number?
Vhat is their identity number?	
For example, if in the UK, tell us their National Inst	urance number
sefore they came to live with you in the UK, we	ere you regularly giving money or help towards their support?
lo Yes	
f Yes, when did the payments start? DD MM YY	(Y
Vhen did the payments stop? DD MM YYYY	
low much did you pay each week?	
£ 0 0	

About where your children lived before they came to the UK
Is this person or their partner employed or self-employed in the country they live in?
If Yes, tell us the full name and address of their employer (if self-employed, write 'self-employed' in the 'name' space
Name
Address
Has this person claimed family benefits (for example, Child Benefit) in the UK or in the country they are living in?
No Yes
If Yes, what is the name of the benefit?
If Yes, what is the benefit reference number?
If Yes, what is the name and address of the office that paid the benefit?
Name
Address
When did the benefit start? DD MM YYYY
When did the benefit stop? DD MM YYYY

About where your children lived before they came to the UK		
Does this person or their partner get a social secur from the country they are living in?	ity benefit (for example, Incapacity Benefit or retirement pension)	
No Yes		
If Yes, what is the full name of the person getting the be	enefit?	
If Yes, what is the name of the benefit?		
If Yes, what is the benefit reference number?		
If Yes, what is the name and address of the office that p	paid the benefit?	
Name		
Address		

# **Additional questions**

# User to enter additional question(s)

Please answer in the space below

# Declaration

I declare that:

- the information I have given on this form is correct and complete
- if I tell you information which I know is incorrect or incomplete, action may be taken against me
- I will tell HMRC if my circumstances change

I give permission for HMRC to contact:

- employers and other government departments
- social security offices in the country I am/was living in by email

Signature	Date DD MM YYYY
Daytime phone number	

# What you need to do now

Send this form back to us with all of the documents we have asked for by user to enter reply date. If you don't reply by this date or you don't answer all the questions on this form or send all the documents we have asked for, we will make a decision based on the information we already have. If we don't have enough information, your claim will be disallowedrejected and you will not be paid.

HMRC use only	
Name: Recipient Name insert	MU Number: user to enter
Reference: NINO insert	OU Number: user to enter