

# How to fill up an immigration form?

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You have landed at Heathrow airport in London, UK, and after showing your requisite papers, you have been asked to fill up an immigration form. Filling up the form accurately and in good English vocabulary is important for a smooth immigration procedure. In case of doubts, ask the counter officer for clarifications. Let your immigration form portray accuracy to ensure a smooth passage through the procedures. Below are a few things to keep in mind while filling up an immigration form.



## Things To Keep In Mind

### 1. Legible handwriting

Immigration forms are to be filled by hand and in a legible handwriting, preferably in capital letters. Ensure that you write clear words that are visible and readable. Scribbling in your immigration form can lead to your form being rejected and other problems as well. To save time and to avoid hassles, use a good pen to write neatly and in proper handwriting.

### 2. Give accurate information

Ensure that you give honest and accurate information in your immigration form. Scrutiny of immigration forms is very strict today and any discrepancy in the information provided can lead to legal problems and even deportation. Make sure that you have the required documents to support your information.

**UK Border Agency LANDING CARD**

**Sample - 四海旅遊**  
**Sample - Andy Travel & Tours**

Please complete clearly in English and BLOCK CAPITALS  
Veuillez remplir soigneusement en anglais et en LETTRES MAJUSCULES  
Por favor, complete claramente en inglés y en LETRAS MAYUSCULAS

Family name / Nom de famille / Apellidos: \_\_\_\_\_

First name(s) / Prénoms (N) / Nombres: \_\_\_\_\_

Sex / Sexe / Sexo: ☐ M ☐ F

Date of birth / Date de naissance / Fecha de nacimiento: DD MM YYY

Town and country of birth / Ville et pays de naissance / Ciudad y País de nacimiento: \_\_\_\_\_

Nationality / Nationalité / Nacionalidad: \_\_\_\_\_

Occupation / Profession / Profesión: \_\_\_\_\_

Contact address in the UK (in full) / Adresse de contact au Royaume-Uni (complète) / Dirección de contacto en el Reino Unido (completa): \_\_\_\_\_

Passport no. / Numéro du passeport / Número de pasaporte: \_\_\_\_\_

Place of issue / Lieu d'émission / Lugar de emisión: \_\_\_\_\_

Length of stay in the UK / Durée du séjour au Royaume-Uni / Duración de su estancia en el Reino Unido: \_\_\_\_\_

Port of last departure / Dernier port de départ / Último puerto de salida: \_\_\_\_\_

Arrival flight/train number/ship name / Vol d'arrivée/Numéro de train/ nom du navire / Vuelo de llegada / número de tren/ nombre del barco: \_\_\_\_\_

Signature / Signature / Firma: \_\_\_\_\_

**IF YOU BREAK UK LAWS YOU COULD FACE IMPRISONMENT AND REMOVAL**  
**SI VIOLAS LAS LEYES DEL REINO UNIDO PODRÁS ENCARCELARSE E INCLUIDO DEPORTADO**

DATE: DD MM YYY

## Sample Immigration Form:

Situation: You are filling up UK immigration form and below are common headings. The form is usually filled in BLOCK CAPITALS.

### A. FAMILY NAME

Fill this section with your full name as listed in your passport. Ensure that this is proper as even a slight mistake can lead to intense questioning.

For example: NIHASAT RAJAT SANGRAM GUPTA

### B. FIRST NAME

Write only your first name here.

For example: RAJAT

### C. SEX

Write your gender here. This question will usually accompany a tick box. Tick in the appropriate box or write down your gender

For example: MALE

### D. DATE OF BIRTH

Fill the correct date in the appropriate boxes. Don't make the mistake of mixing the month and date. Different countries have different date formats, so check carefully before writing.

For example: 03 03 1984

### E. TOWN AND COUNTRY OF BIRTH

List your birth town and country.

For example: Navsari, Gujarat

## **F. NATIONALITY**

Write down your nationality.

For example, Indian

## **G. OCCUPATION**

List out your specific occupation.

For example: Software Engineer

## **H. CONTACT ADDRESS IN the UK**

List out your full contact information in the new location. Write the information in full.

For example: 24 Grosvenor Square London, UK.

## **I. PASSPORT NUMBER AND PLACE OF ISSUE**

Write your number as given in the passport and note down the place of passport issue.

For example: IN324672, Mumbai

## **J. LENGTH OF STAY**

Write down how many days you intend to stay in the new location. This usually depends on the Visa.

For example: 6 months.

## **K. PORT OF LAST DEPARTURE or EMBARKATION**

List down the airport where you came from.

For example: Mumbai Airport

## **L. ARRIVAL FLIGHT NO.**

List down the arrival flight number through which you travelled.

For example: LH 4234

## **M. SIGNATURE**

Put your official signature as under your passport. Any deviation can lead to legal problems.



Different countries have different immigration forms. The section title 'For Office Use' should be left blank. Any doubts can be clarified with the relevant officials in [fluent English](#) conversation. [Improve your English](#) vocabulary skills and language delivery with the help of an online English guide.

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**- By Monika Agarwal**

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