

FOR OFFICIAL USE ONLY

GENERAL GUIDANCE

1. This form should be used to make an application for an exempt vignette by a person who is the holder of a Diplomatic/Service/FAO passport and who is travelling to the United Kingdom on official business, or a member of the government who is visiting the United Kingdom on government business.
2. This form should also be used to make an application for an exempt vignette by a person who is the holder of a Diplomatic/Service/FAO passport who is in transit through the United Kingdom to another country on official business, or a member of the government who is in transit through the United Kingdom to another country on government business.
3. Please answer all the questions as indicated.
4. All applicants should provide:
 - A valid passport or travel document and a recent passport size photograph.
 - Evidence to substantiate the information given.

Your photograph must be:

- Passport style and size (size of image 45mm x 35mm)
- A recent and true likeness, showing full face, with no hat, helmet or sunglasses, although you can wear everyday glasses.
- Taken against a plain, evenly lit and light background.

PHOTOGRAPHS THAT DO NOT CONFORM TO THESE STANDARDS WILL BE REJECTED AND MAY CAUSE A DELAY IN PROCESSING THE APPLICATION

SECTION 1 – ABOUT YOU

• Please tell us your:

1.1 Full name, as it appears in your passport. Please underline your family name		1.2 Passport number
1.3 Date of birth	1.4 Place of birth	1.5 Nationality
1.6 Sex Male <input type="checkbox"/> Female <input type="checkbox"/>	1.7a Current marital status Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Civil Partnership <input type="checkbox"/>	
	1.7b If you selected "Civil Partnership", please confirm current status of relationship Existing Civil Partnership <input type="checkbox"/> Dissolved Civil Partnership <input type="checkbox"/> Surviving Civil Partner (Civil Partner deceased) <input type="checkbox"/>	
1.8 Father's full name		
1.9 Mother's full name		



SECTION 2

- Transit details (if appropriate)

2.1 Date and port/airport of arrival in UK?	2.2 Which country are you travelling to after the UK?
---	---

2.3 Which country is your final destination?	2.4 Date and port/airport of departure from UK	2.5 Flight number (if applicable)
--	--	-----------------------------------

2.6 Have you ever been refused a visa for the UK? Yes No

2.7 Have you ever been refused a visa for any other country? Yes No

Data Protection Statement - The Foreign and Commonwealth Office is processing the personal data on this form and related data for the purposes of promoting and protecting the interests of the United Kingdom and its citizens abroad. The data may be disclosed to other UK Government Departments, public authorities and companies assisting in the processing and production of your visa.

Declaration - You must now read the declaration below and sign it. This must be signed by the applicant personally and not by a representative or other person acting on his/her behalf.

SECTION 3 – DECLARATION

I hereby apply for a vignette confirming my exemption from immigration control for the United Kingdom for myself. I confirm that if, before this application is decided, there is a material change in my circumstances or new information relevant to this application becomes available, I will inform the United Kingdom diplomatic post at which I have applied.

I am aware that it is an offence under the Immigration Act 1971, as amended by the Immigration and Asylum Act 2002, to make to a person acting in execution of the Act a statement or representation which the maker knows to be false or does not believe to be true, and to obtain or seek to obtain entry to the United Kingdom by means which include deception.

I declare that the information given on this form is correct to the best of my knowledge and belief and that the photographs submitted with this application are a true likeness of myself.

Applicant's signature: _____

Date: _____



FOR OFFICIAL USE ONLY

Cash Register details	Check 1 by		Initials		Check 2 by		Initials	
	ISSUE	tick	REFUSE	tick	TIER/ TIME		Number or letter	
	Authorised by (ECO)		Name				Date	
	Effective from				Expiry date			
	Vignette number							
	Checked by (ECM)		Name				Date	