

**In order to apply for a position at Marwell Wildlife, you must confirm that you are legally entitled to work in the United Kingdom (UK) and if interviewed will produce one of the documents from the list below as evidence of this.**

1. A passport confirming that you are a British Citizen or citizen of the UK with the right of abode in the UK
2. A passport or national identity card which states that you are a national of an European Economic Area country or Switzerland
3. A residence permit, registration certificate or document certifying permanent residence which was issued by the Authorities to a national of an European Economic Area country or Switzerland.
4. A permanent residence card or document issued by the Authorities to a family member of a national of an European Economic Area of Switzerland;
5. A passport or travel document showing that you are exempt from immigration control and can stay indefinitely in the UK.

If you are unable to produce one of these documents above then you must provide one of the sets of documents listed below to demonstrate your right to remain permanently in the UK and to work in the type of employment that you have applied for at Marwell Wildlife.

1. An official document issued by your previous employer or a government agency which specifies your name and National Insurance number (i.e. a P45/P60, a National Insurance number card or a letter from government agency); and ONE of
  - a. An official immigration status document from the Authorities giving indefinite leave to remain;
  - b. Full UK birth certificate with the name of at least one parent;
  - c. Full UK adoption certificate with the name of at least one adoptive parents;
  - d. Birth certificate from the Channel Islands, Isle of Man or Ireland;
  - e. Adoption certificate from the Channel Islands, Isle of Man or Ireland;
  - f. Certificate of registration or naturalisation as a British citizen;
  - g. Letter from the Authorities indicating that you have indefinite leave to remain in the UK.

If you do not have indefinite leave to remain in the UK but had time limited permission you must provide the following documents:

1. A passport or travel document endorsed to show that you are allowed to stay in the UK and do the type of work in question;
2. A biometric residence permit issued by the UK Border Agency indicating that you can stay in the UK and do the type of work in question;
3. A residence card or document issued by the Authorities to a family member of a national or European Economic Area country or Switzerland;

If you cannot provide one of the above documents in relation to time limited permission to stay and work in the UK you must provide one of the following combinations of documents:

1. A work permit from the Authorities or a letter of permission to the same effect: and
  - a. a passport or travel document stating that you can stay in the UK and work in that type of employment; or
  - b. a letter stating that you can stay in the UK and work in that type of employment. Or
2. An application registration card from the Authorities stating that the holder is allowed to work in the UK or that employment is permitted which has been checked by the UK Border Agency Employer Checking Service; or
3. A certificate of application issued by the Authorities to or for a family member of a national of an European Economic Area Country or Switzerland, that is less than 6 months old, stating that the holder is permitted to take employment, that has been checked by the UK Border Agency Employer Checking Service; or
4. A document issued by your employer or a Government Agency with your name and National Insurance number on it (i.e. P45/P60, letter from a government agency or a National Insurance number card) and one of;
  - a. An immigration status document issued by the Authorities stating you can stay and work in the UK; or
  - b. A letter issued by the Authorities stating that you can stay and work in the UK.