

Annex A

Draft letter explaining that the person is a British overseas territories citizen without the need for registration/naturalisation

Dear

Thank you for your (enquiry about/application for) British overseas territories citizenship (for yourself and...) (for...). Citizenship is a matter which can be determined conclusively only by the courts but from the information provided it appears that you/your ... are/is already a British overseas territories citizen.

As you/your ... were/was born/adopted in [insert name of territory] (on) after 1 January 1983 and (one of your parents/you/your husband/wife/your adopter/one of your adopters) was (a British Dependent Territories citizen/British overseas territories citizen/settled in [insert name of territory] at that time, you/your ... appear to have become a British Dependent Territories citizen/British overseas territories citizen on (date of birth/adoption) under section 15(1)/15(5) of the British Nationality Act 1981 [and became a British overseas territories citizen on 26 February 2002].

The production of (list of appropriate documents) should normally be sufficient to establish you/your... citizenship for all ordinary purposes, for example if you/your... wish(es) to apply for a British passport. Please note, however, that additional evidence of identity such as a driving licence, a banker's card or, in the case of a child, a school record, may be requested in certain cases.

An application for a British passport should be made to your regional Passport Office at..... Application forms can be obtained from main Post Offices.

The fee of ... submitted with the application will be refunded in full shortly.

Yours