

## **Annex B**

### **Draft letter explaining which documents are needed to establish a claim to British overseas territories citizenship**

Dear

Thank you for your letter of ..... about your/your son's, daughter's, children's citizenship.

Citizenship is a matter of law which can be determined conclusively only by the courts. However, from the information you have provided it appears that you/your son, daughter, children are/is (a) British overseas territories citizen(s) under section 16(1) (a)/(b) of the British Nationality Act 1981 (by reason of your/your father's, mother's service with ..... at the time of your/your son's, daughter's, children's birth).

British overseas territories citizens under section 16(1)(a) of the 1981 Act are citizens by descent. This means that any children born to you/your son, daughter, children in future outside the British overseas territories may not be British overseas territories citizens at birth|.

|British overseas territories citizens under section 16(1)(b) of the 1981 Act are citizens otherwise than by descent. This means that any children born to you/your son/your daughter/your children in future outside the British overseas territories will be British overseas territories citizens at birth|.

Production of (list appropriate documents) will normally be sufficient to establish your/your son's/daughter's/children's citizenship for all ordinary purposes, for example, for applying 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 the Passport Office at (insert address of appropriate regional office). Application forms can be obtained from main Post Offices.

Yours sincerely