

Chapter 4 annex C

Draft letter explaining which documents are needed to establish a claim to British 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 citizen(s) under section 2(1)(a)/(b)/(c) of the British Nationality Act 1981/section 1(2) of the British Nationality (Falkland Islands) Act 1983 (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 citizens under section 2(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 United Kingdom and the qualifying territories (a qualifying territory is any British overseas territory except the Sovereign Base Areas of Akrotiti and Dhekelia) may not be British citizens at birth].

[British citizens under section 2(1)(b)/(c) of the 1981 Act/section 1(2) of the 1983 Act are citizens otherwise than by descent. This means that any children born to you/your son, daughter, children in future outside the United Kingdom and the qualifying territories (a qualifying territory is any British overseas territory except the Sovereign Base Areas of Akrotiri and Dhekelia) will be British 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 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