**BRITISH ARMY LETTER OF CONFIRMATION OF A SPONSORING SOLDIER’S DETAILS FOR HM FORCES VAF AF APPLICATION**

**(*Letter of confirmation of sponsor’s details to be submitted with spouse / partner application for an entry visa to the UK – NOT TO BE USED TO SPONSOR A VISITOR VISA)***

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| --- | --- | --- |
|  | **UNIT HEADED LETTER** | Reference:  Date: |

**BRITISH ARMY LETTER OF CONFIRMATION OF A SPONSORING SOLDIER’S DETAILS**

References:

Sponsoring Service Person:

|  |  |  |  |
| --- | --- | --- | --- |
| Surname | Forenames | Service Number | Nationality |
|  |  |  |  |

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I am the Unit Welfare Officer[[1]](#footnote-1) of *(insert unit name).*

Under Appendix Armed Forces***,*** the sponsoring Service Person above,has requested a British Army letter to confirm his service details in respect of **his/her** sponsorship of a UK Leave to Enter Visa application[[2]](#footnote-2) for all those entitled family members listed in the application.

(full name)is currently serving in the United Kingdom\*[[3]](#footnote-3) and I can confirm the following details related to his/her service[[4]](#footnote-4):

(i) the person is employed as a soldier in the British Army, at a gross annual salary of £ ;

(ii) the length of their employment **(this is the soldier’s length of engagement, NOT the length of posting)** years;

(iii) the period over which they have been or were paid the level of salary relied upon in the application months/years;

(iv) the type of employment is permanent.

As a condition of his/her service he/she has been provided with\*/willbe provided\* with suitable Service Families Accommodation to accommodate the family prior to their arrival in the United Kingdom (**provide allocated address if available or if a contact house is being used as an interim or use the full unit address)**.

Please do not hesitate to contact me if you require additional information.

(Insert Signature Block)

for Commanding Office

1. Or other unit staf member where appropriate. [↑](#footnote-ref-1)
2. This letter is not to be used to sponsor a visitor visa. [↑](#footnote-ref-2)
3. Overseas Comd HQs will have a relevant amended letter template which overseas units are to use. [↑](#footnote-ref-3)
4. Unit to complete details as required. [↑](#footnote-ref-4)