

Immigration and Asylum Drop in Service

- Thursday mornings 11am-1pm.
- Only the first four people to arrive at reception can be seen.
- We may not be able to take on your case but will at least give you initial advice.
- Please bring evidence of your income for the last month:

If you are in employment:

Most recent payslips (a month's worth of these); **OR**
Most recent Bank statement confirming salary/wages; **OR**
Letter from your employer confirming income **AND**
Working and child tax credit (most recent letter)

If you receive Welfare Benefits, a letter from the DWP/Local Authority confirming:

Income support/JSA
Pension credit
Child Benefit
If the letter is more than six months old bring recent bank statements showing payments.)

If you receive support from Home Office (previously known as NASS support):

Letter from Home Office asylum support unit and/or payment receipt

If you are destitute/homeless or have experienced domestic violence:

Proof may not be needed

If you are Self-employed:

Income and taken from the business; **OR**
Breakdown of income and expenses **AND**

If you are a student:

Bank statements showing your student grants and loans
(If the letter is more than six months old bring recent bank statements showing payments)

If you receive support and accommodation from community/friends etc:

Letter from friend confirming what support is being given, signed and dated

If you have any capital or savings:

Bank statements