



## St. Helens Council

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**Place Services**  
**Private Sector Housing**  
Town Hall  
Victoria Square  
St Helens  
Merseyside  
WA10 1HP

Contact: Pamela Coppock  
Tel: 01744 671636

Our ref: PHI/PJC/  
Your ref:

Date:

Dear Sir or Madam,

### **Property Assessment for Immigration Purposes**

In order to process any application for immigration, the Government require confirmation that the property meets the minimum legal standards and will not become overcrowded.

The Council offers a service where upon payment of the necessary fee an Officer will visit the sponsor's property to assess the condition and suitability for immigration purposes.

Enclosed with this letter is an Assessment Form. I would ask you to complete and return this along with the necessary administration fee. The fee for 2019/2020 has been set at **£222.00** and it is now possible to pay over the phone with a current debit/credit card. Please call the number above to make the payment.

Following receipt of the completed Assessment Form and payment, an Officer will make arrangements to visit. A letter will be provided to the sponsor within 10 working days of the visit that confirms whether or not the house could be statutorily overcrowded as a result of the immigration application.

No further contact will be made until the abovementioned documentation is received from you.

Yours faithfully,

*PJ Coppock*

**Pamela Coppock (Mrs)**  
**Principal Environmental Health Officer**