



SmoothMigration

Last Updated: August 2010 Client Contact Form

Please return this form with the Completed and Signed Application form, Passport, Photos, All Other Application Documents and Payment. Drop-Off in person or send the envelope by Royal Mail Special Delivery (guaranteed next day delivery) to: C/O Nexus Visas Ltd, 9-13 Fulham High Street, Putney Bridge, London, SW6 3JH

Where did you hear of Smooth Migration?.....

First Name: _____ Address: _____
 Last Name: _____
 Nationality: _____
 Home Phone: _____ Email: _____
 Work Phone: _____ Date of Birth: _____
 Mobile Phone: _____ You're Profession: _____

Your destination: _____ Passport Number: _____
 When are you travelling: _____ UK Visa Type: _____
 How would you like your passport back? UK Visa Expiry: _____
 Collect it from our offices? _____
 Special delivery (£6 Extra): _____
 Delivery address (if different than above): _____

Please make sure you have all the relevant documents. Tick them off and place them in the order as listed below, in your envelope, before posting.

Valid Passport (containing one Blank Visa Page)	
Application form (PLEASE make sure it is signed <u>twice</u>)	
Proof of current occupation (up-to-date letter of employer if employed) (up-to-date letter from School/University) (Letter from accountant/solicitor if self-employed) (Proof of your partner's occupation if dependent)	
Medical travel insurance (Full policy indicating your length of cover & medical emergency cover indicating the cost of repatriation. Please include all documents!!)	
Proof of Financial Means of Support (a recent bank statement (Not older than a month) OR travellers Cheques. A minimum of £50 or €50 per day spent in France is required)	
Last 3 payslips from your employer.	
Return Ticket or Booking (a confirmed return ticket to Portugal or a confirmation from your travel agent including itinerary if part of a group)	
Proof of accommodation (a confirmed hotel reservation/ Invitation Letter + Passport photocopy/ proof of ownership of property in Portugal or a rental agreement and invoice if renting accommodation)	
2 Recent Colour passport size photos on a white background (NO glasses, hats or untied, loose, long hair)	
Marriage Certificate and spouse passport if applicable	

FOR OFFICE USE ONLY	
Date Received:	Receipt Number:
Amount Paid:	Paid By: Cash / Cheque / Transfer