



## CONDITION OF ENTRY

### TRANSIT/ DOUBLE TRANSIT

#### PLEASE READ THE ENTRY PERMIT INFORMATION DOCUMENT BEFORE COMPLETING THIS FORM

If you are transiting via Ascension, you need to complete this form. The form must be completed in English, and use black ink. Attached to this application is a 'How to complete guide' using this guide it is important that you complete all questions as indicated, as a decision on your application is based on the information contained here without interviewing you

#### TRAVEL DATES

**1A, On what date do you intend to arrive on Ascension**

D	D	M	M	Y	Y	Y	Y
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 Method of Travel: ☐ by Sea ☐ by Air

**1B, On what date do you intend to leave Ascension**

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 Method of Travel: ☐ by Sea ☐ by Air

**2A, On what date do you intend to arrive on Ascension**

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

 Method of Travel: ☐ by Sea ☐ by Air

**2B, On what date do you intend to leave Ascension**

D	D	M	M	Y	Y	Y	Y
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 Method of Travel: ☐ by Sea ☐ by Air

#### Part 1 APPLICANTS INFORMATION *(Put a cross (x) in the relevant box)*

 Given Name *(As shown on Passport)*

1	
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 Other name(s) *(i.e. if changed by marriage or by law)*

2	
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3	Gender	Male <input type="checkbox"/>	Female <input type="checkbox"/>
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4	Marital Status	Single <input type="checkbox"/>	Married <input type="checkbox"/>
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5	Date of Birth	<table border="1" style="display: inline-table; text-align: center;"> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>	D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y			

6	Place of Birth:	<table border="1" style="width: 100%;"> <tr> <td></td> </tr> </table>	

7	Nationality:	<table border="1" style="width: 100%;"> <tr> <td></td> </tr> </table>	

Full residential address

8	Email address:	<table border="1" style="width: 100%;"> <tr> <td></td> </tr> </table>	

9	Telephone No:	<table border="1" style="width: 100%;"> <tr> <td></td> </tr> </table>	

10	
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#### Part 2 PASSPORT INFORMATION

 Enter details of your passport *(Passport must be valid for six months of arrival)*

1	Passport No:	<table border="1" style="display: inline-table; text-align: center;"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>								

2	Place of Issue:	<table border="1" style="width: 100%;"> <tr> <td></td> </tr> </table>	

3	Date of Issue:	<table border="1" style="display: inline-table; text-align: center;"> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>	D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y			

4	Expiry Date:	<table border="1" style="display: inline-table; text-align: center;"> <tr> <td>D</td><td>D</td><td>M</td><td>M</td><td>Y</td><td>Y</td><td>Y</td><td>Y</td> </tr> </table>	D	D	M	M	Y	Y	Y	Y
D	D	M	M	Y	Y	Y	Y			

5	Issuing Authority:	<table border="1" style="width: 100%;"> <tr> <td></td> </tr> </table>	

#### Part 3 TRANSIT

1a	Travelling from:	<table border="1" style="width: 100%;"> <tr> <td></td> </tr> </table>	

b	Destination:	<table border="1" style="width: 100%;"> <tr> <td></td> </tr> </table>	

2a	Travelling from:	<table border="1" style="width: 100%;"> <tr> <td></td> </tr> </table>	

b	Destination:	<table border="1" style="width: 100%;"> <tr> <td></td> </tr> </table>	

 3 Details of Person staying with or Hotel you will use on Ascension? *(friend, family member, company, organisation or hotel)*

 Contacts Name : 

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 Address : 

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 Tel No : 

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#### Part 4 PURPOSE OF TRANSIT(S)

Please give full details of why you are transiting Ascension, and your intentions while on Ascension Island

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#### Part 5 EMPLOYMENT STATUS

If you are entering Ascension you must obtain permission from the Administrator of the Ascension Island Government

## ASCENSION ISLAND GOVERNMENT ENTRY PERMIT APPLICATION

Please give details of your current employment

1	Status:	<input type="text"/>	2	Employer:	<input type="text"/>
3	Position:	<input type="text"/>	4	Since:	<input type="text"/>

At the time of your application are you still employed, and are not subject to any form of disciplinary action or redundancy action against you? (Put a cross (x) in the relevant box)

Yes ☐ No ☐

**Part 6 INSURANCE** (Put a cross (x) in the relevant box)

## 1 Medical Insurance &amp; Medical Evacuation Details

Insurer:	<input type="text"/>	Policy No:	<input type="text"/>
Issued:	<input type="text"/> D <input type="text"/> D <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y	Expiry:	<input type="text"/> D <input type="text"/> D <input type="text"/> M <input type="text"/> M <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y <input type="text"/> Y
Insurance Covers:	<input type="text"/>	Total costs:	<input type="text"/>
Insurers Contact Address: <input type="text"/>			
Telephone No:	<input type="text"/>	Email:	<input type="text"/>

Important Note: You will be refused entry if you do not have satisfactory proof of insurance on arrival (Credit card will not suffice)

**Part 7 PREVIOUS APPLICATION & TRAVEL HISTORY** (Put a cross (x) in the relevant box)

1	Have you travelled to Ascension before?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
2	Have you been refused entry to Ascension or any other country?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
3	Have you been deported or removed or otherwise asked to leave Ascension or any other country?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
4	Do you have any criminal convictions in any country?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
5	Have you ever been investigated in any country for an offence which has not yet reached court?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

**Note: If you have answered Yes to any of the questions above please give details at Part 8 - Additional information**

**Part 8 ADDITIONAL INFORMATION**

1 (When inserting information, include the paragraph numbers i.e. Part 3. 1 – DATE 01.01.2010, TRANSIT TO ST HELENA, DURATION 4 DAYS)

	<input type="text"/>
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If you run out of space please use additional paper to provide us with all the relevant information required

**Part 9 DECLARATION**

**I hereby apply for an Entry Permit for Ascension Island.**

- 1 I confirm that before this application is decided, there is a material change in my circumstances or new information relevant to this application becomes available, I will inform the Administrator of the Ascension Island Government.
- 2 I am aware that it is an offence to make a statement which I know to be false, or not believe to be true
- 3 I am aware that I must have medical insurance which also covers medical evacuation and that Ascension Island Government will not accept liability for any medical costs incurred and will be billed for any medical treatment undertaken and I do not have recourse to public funds
- 4 I have sufficient finance to sustain me during my time on Ascension
- 5 I will abide by any of the conditions that is imposed on my Entry Permit
- 6 I understand that I will commit an offence if I do not leave Ascension on or before my Entry Permit expires and if I remain on Ascension I may be prosecuted and or deported
- 7 I have not tried to obtain Entry into Ascension by fraud, false representation or concealment of any material fact

**I declare that the information given, I answered fully and truthfully.**

8	Applicants Signature	<input type="text"/>	9	Date:	<input type="text"/>
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## ASCENSION ISLAND GOVERNMENT ENTRY PERMIT APPLICATION

**GUIDANCE NOTES**

*These guidance notes are to help you complete your application form. Do not send these guidelines with your application*

**TRAVEL DATES**

Enter the dates of your intended arrival to Ascension; (if you are transiting via Ascension on two occasions within a 3 month period and on each stay on Ascension is seven days or less you can use this form for both journeys) these dates should correspond with the schedule of your transport to Ascension. 1A & 2A for arrival on Ascension and 2A & 2B to a departure date. In DD/MM/YYYY format.

There are two ways to enter Ascension, by air and sea. Cross the appropriate methods of travel. Arriving by aircraft – air, by ship or yacht – sea.

**Part 1 Applicants Information**

- 1 Given name(s) (as shown in your passport) These must be the same as recorded in your passport. They are normally all the names you were given at birth. Please do not use titles such as Mr, Snr or Esq.
- 2 Other names (including any other names you are known by and/or any other names that you have been known by) Any other names by which you are or have been known, for example, maiden name, name at birth, if different.
- 3 Gender This should be your sex at time of application. Cross the appropriate box Male or Female
- 4 Marital status. This is your current marital status. Cross the appropriate box Single or Married.
- 5 Date of Birth. As recorded in your passport. In DD/MM/YYYY format.
- 6 Place of Birth. Enter the country of birth exactly as it appears on the title page of your passport.
- 7 Nationality. This must correspond with the authority that issued your travel document/passport. If you hold dual nationality you should select the issuing country of the passport/travel document you wish to travel with. If 'Stateless' please enter this as your nationality and provide details of the country that issued your travel document.
- 8 Contact details. email address, Please provide a valid email address. If you have no email address please enter 'None'
- 9 Telephone, You should provide your home telephone number if you have one, including the area, city and country codes. This should not be your mobile phone number. If you have no home telephone number, please enter 'None'. You must provide at least one telephone number you can be contacted on as we may need to contact you if we need to discuss your application.
- 10 Full residential address. You MUST include your full residential address details including house number or name/street/village/town

**Part 2 Passport Information**

Enter details of the passport that you will use to travel to Ascension.

It is important that your passport is still valid for six months after you arrived on Ascension, regardless of the Condition of Entry you are applying for.

- 1 Passport Number. Enter the nine digit number of your passport with each individual number in the box provided
- 2 Place of Issue. Please include the country that issued your passport

**ASCENSION ISLAND GOVERNMENT ENTRY PERMIT APPLICATION**

- 3 Date of Issue. In DD/MM/YYYY format. Their details can be found in your passport.
- 4 Date of Expiry In DD/MM/YYYY format. Their details can be found in your passport.
- 5 Issuing Authority. This is the National Authority that issued the passport. Their details can be found in your passport.

**Part 3 Condition of Entry - Transit**

If you are transiting via Ascension on two occasions within a 3 month period and on each stay on Ascension is seven days or less you can use this form for both journeys

- 1 Journey 1a & 2a, Travelling from. Insert the country you are traveling from to get to Ascension
- 2 Journey 2a & 2b, Destination. Insert the country you are destined to travel to
- 3 Insert how you will be arriving and departing Ascension Island. Usually by RAF Airbridge, RMS St. Helena, a Yacht or another Vessel (state name).
- 4 All persons entering ascension must have suitable prearranged accommodation. Provide the contact details of the person who is arranging your accommodation, or the Hotel you will stay in, so the information can be verified.

**Part 4 Purpose of Transit(s)**

Please provide as much detail about why you will be transiting Ascension Island, including details of what you intend to do while on Ascension Island. This will enable the Administrator or Acting Administrator to better assess your qualification for an entry permit.

**Part 5 Employment Status**

Please provide your current employment status.

- 1 Status. Insert your employment status (i.e.
- 2 Employer. Insert the name and address of your employer.
- 3 Position. Insert your position (i.e Job Title).
- 4 Since. State the date you started employment with this employer.

**Part 6 Insurance**

- 1 You must have medical insurance prior to arrival, which covers the costs of medical treatment and medical evacuation by air. It is advisable for coverage of £1m. Provide the Insurers name, the policy number, date of issue and expiry.

Proof of Insurance must be produced at your point of entry in Ascension to the Immigration Officials; this should be in a policy document that has the relevant coverage details, name(s) of persons insured, policy number and period of coverage. Credit cards or insurance brochures are not accepted as proof of insurance.

Ascension Island Government will not accept liability for any medical costs incurred. You will be billed for any medical treatment undertaken and not covered by insurance, and do not have recourse to public funds.

**FAILURE TO PROVIDE PROOF OF INSURANCE, OR TO PROVIDE INSURANCE**

**ASCENSION ISLAND GOVERNMENT ENTRY PERMIT APPLICATION**

THAT DOES NOT COVER PRE-EXISTING CONDITIONS, IS CONTRARY TO ASCENSION LAW AND COULD LEAD TO REFUSAL OF ENTRY AND/OR LEGAL PROCEEDINGS.

Dependants of Armed Forces and MOD Staff based in the Falkland Islands on R&R stays in Ascension are exempt from providing Medical Insurance.

**Part 7 Previous Application & Travel History**

If you answer Yes to any of the questions for Previous Application & Travel History Please use the additional information box at Part 8

- 1 Have you travelled to Ascension before? If you have travelled to Ascension in the last two years, cross out the appropriate Yes or No box. If Yes please give details including the date, the reason for the visit, and the duration
- 2 Have you been refused entry to Ascension or any other country? Cross out the appropriate Yes or No box. This includes if you were refused entry prior to arrival to Ascension or any other country. If 'Yes' please give details including the date the country you were removed from and to and the reason for your removal.
- 3 Have you been deported or removed or otherwise asked to leave Ascension or any other country. Cross out the appropriate Yes or No box. If 'Yes' please give details including the date the country you were removed from and to and the reason for your removal.
- 4 Do you have any criminal convictions in any country? Cross out the appropriate Yes or No box. Please give details of the date and place (country) of the offence and what you were convicted of. Please state what sentence you received.
- 5 Have you ever been investigated in any country for an offence for which they have not yet reached court? Cross out the appropriate Yes or No box. If yes, please provide full details.

Failure to answer these questions accurately is likely to lead to immediate refusal of the application, or revocation if discovered after it has been issued, or refusal of future applications.

**Part 8 Additional information**

Inserting information as follows: in the small column insert the paragraph numbers i.e. Part 5. 1. In the large column insert the date (format DD/MM/YYYY) followed by the relevant information.

Use a separate sheet of paper if you run out of space, making it as Addition Information.

**Part 9 Declaration**

- 1 Declaration. You must now read the declaration and sign it.
- 9 This must be signed and dated by the applicant personally and not by a representative or other person acting on his/her behalf.

An application for a person under the age of 18 may be completed and signed by the parent or legal guardian.