

PROVIDING EVIDENCE

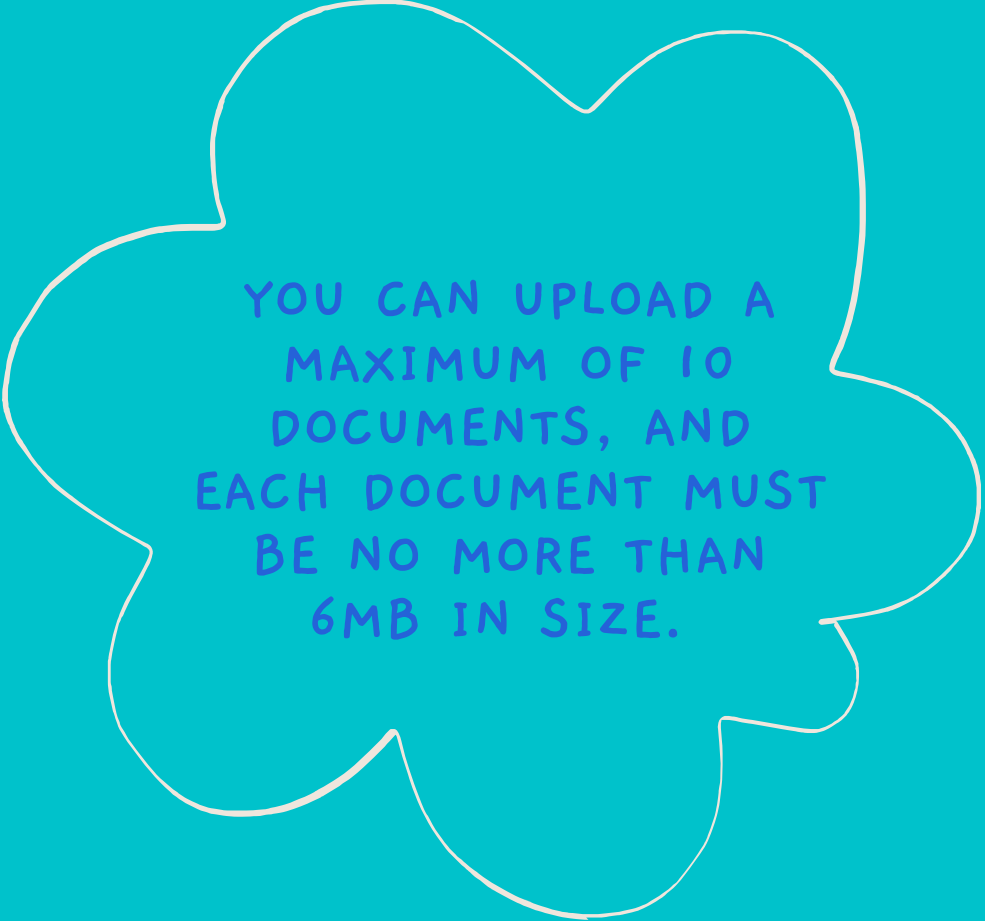
I HAVE RECEIVED AN EMAIL FROM THE HOME OFFICE ASKING ME TO PROVIDE SOME DOCUMENTS, HOW DO I UPLOAD DOCUMENTS TO MY ONLINE APPLICATION?

In the course of your EU Settlement Scheme online application, you may be asked to upload additional evidence of your residence in the UK, identity, or family relationship, if you are applying as a family member.

Normally, you will be informed on which period of time, or which kind of relationship you need to provide evidence for.

This guide will cover exclusively the process of uploading evidence.

If you are unsure on which documents to upload, visit www.neweuropeans.uk/managing-your-status, or talk to an adviser.



**YOU CAN UPLOAD A
MAXIMUM OF 10
DOCUMENTS, AND
EACH DOCUMENT MUST
BE NO MORE THAN
6MB IN SIZE.**

PREPARE YOUR DOCUMENTS

If you have hard-copy documents, scan them or take a picture of them

Organise your documents, e.g. in chronological order

Use documents that cover longer periods of time if you can

Don't submit documents that do not add anything to your case

Transform your documents in PDF format.

If you don't know how to do it, ask for help from family/friends or an adviser.



ONTO HOW TO UPLOAD YOUR DOCUMENT ONLINE



UPLOAD YOUR DOCUMENTS ONLINE

STEPS

1. Access “www.gov.uk/settled-status-eu-citizens-families” and click on “Apply to the Scheme”
2. Click on “Continue your application”
3. Select the identity document you used for your application (e.g. passport) and insert your document number



What identity document did you use in your application?

If you have updated your identity document since you applied, you must use the details of the updated document to sign in.

- Passport
- National identity card
- Biometric residence card or permit

Continue

What is your passport number?

Passport number
For example, 120382978

Continue

STEPS CONTINUED

4. Enter your date of birth

What is your date of birth?

You should enter this as shown on your passport, for example, 31 3 1980

Day Month Year

[Continue](#)

5. Enter the phone number or email address that you used to apply (choose the one that you can easily access). You will receive a six-digit access code.

6. Check your phone or email address and enter the security code. The code is valid for a limited time only and you do not need to save it.



How do you want to receive a security code?

We will send a code to your phone or email address.

Applicant

- Phone (+44 [redacted])
- Email ([redacted]@gmail.com)

[Continue](#)

Check your phone

We've sent you a single-use, 6-digit security code by text message (SMS) to:

+44 [redacted]

It may take a few minutes to arrive.

Security code

[Continue](#)

[Resend code](#)



STEPS CONTINUED



7. You will see the application details. You may see more than an application: please check the date and select the relevant one.

8. Select the type of evidence you need to upload, as requested by the Home Office (e.g. My residence evidence)



9. Choose the correct file from your computer and give the file a name (e.g. flight ticket)



Your applications

Recently submitted applications

EU Settlement Scheme

Submitted: [REDACTED]

Unique application number: UAN 3434 [REDACTED]

[Upload new evidence](#)

[If you want to withdraw this application](#)

Choose a different application

Go to GOV.UK to and [apply for something else](#)

What type of evidence are you uploading?

Choose one at a time. You will be able to upload other types of evidence later.

- My residence evidence
- Relationship evidence
- Photograph of myself (only provide this if we have asked you to upload a new photograph)
- My EU, EEA or Swiss national family member's residence evidence (only provide this if you are not an EU, EEA or Swiss national)
- My EU, EEA or Swiss national family member's identity document (only provide this if you are not an EU, EEA or Swiss national)
- Evidence I am dependent on my family member
- Evidence I have retained rights

[Continue](#)

[Save and return later](#)

Choose a residence file

To upload the file, we will also ask you which dates this evidence covers

Nessun file selezionato

[Upload](#)

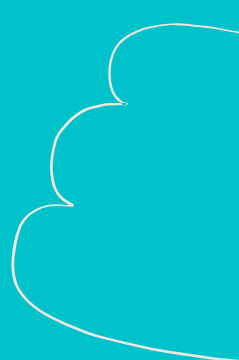
[Save and return later](#)

Give the file a name

Leave blank if you do not want to add another name for your file.

[Continue](#)

[Save and return later](#)



STEPS CONTINUED

10. Provide the period of time the evidence you submitted cover (e.g. one day – 21/12/2021)

What dates does your evidence cover?

Document name: ██████████.pdf

Provide the period of time this evidence covers or the period you are trying to prove with this evidence

One day More than one day

[Continue](#) [Save and return later](#)

What dates does your evidence cover?

Document name ██████████.pdf

Provide the period of time this evidence covers or the period you are trying to prove with this evidence

One day More than one day

Enter date
For example, 01 10 2011

Day	Month	Year
<input type="text"/>	<input type="text"/>	<input type="text"/>

[Continue](#) [Save and return later](#)

11. Click on continue

12. You can either “Upload more evidence” or “Finish and submit”



Your uploads

Residence evidence

Uploaded file

██████████.pdf	██████████	21/12/2020	Delete
----------------	------------	------------	------------------------

[Upload more](#) [Finish and submit](#) [Save and return later](#)