



**APPLICATION FOR  
PERMANENT RESIDENCE CERTIFICATE**

*(Regulation 12(1))*

**TURKS AND CAICOS ISLANDS**

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**SUPPORTING DOCUMENTS**

**PART A:** The following documents must be submitted by ALL APPLICANTS unless exempted

- (1) A non-refundable administrative fee of \$150
- (2) The appropriate application fee of which \$1,000 is non-refundable if the applicant does not qualify
- (3) Two recent passport- sized photographs of the applicant (Only ONE must be certified.)
- (4) Birth certificate
- (5) Passport biodata page and one other form of government issued ID
- (6) Two character references
- (7) Valid Police Record
- (7) Certificate of Good Health
- (8) Knowledge of the Islands as evidenced by a Certificate of TCI Studies from the Community College
- (9) Sound knowledge of English Language as evidenced by a Certificate of English Proficiency from the TCI Community or other specified qualifications.
- (10) A letter indicating that the applicant intends to make the Turks and Caicos Islands his/her home

**PART B:** Additional documents according to PRC category

**(a) Residence**

- (i) Ten (10) Work Permits or Residence Permit issued for 10 consecutive years and letter from the issuing authority confirming permits.
- (ii) Government Stamps and correspondence from the Human Resources Department confirming employment and tenure
- (iii) Evidence to show that you are capable of supporting yourself and dependents in the Islands e.g. rent agreement/letter from landlord or evidence of mortgage and a reference letter from a bank

**(b) Primary and Secondary School Route**

- (i) Primary and Secondary School Certificate/Diploma
- (ii) Correspondence from institutions confirming attendance

**(c) Former dependent on a PRC**

- (i) Copy of parent's PRC showing endorsement

**(d) Former Endorsee on a Work Permit**

- (i) copies of work permits showing endorsement for 10 years or more

**(e) Widow/Widower of a Turks and Caicos Islander**

- (i) marriage certificate
- (ii) copy of spouse status card or birth certificates establishing Turks and Caicos Islander Status
- (iii) Death certificate for deceased Turks and Caicos Islander spouse

**(f) Investment in a distressed property**

- (i) Certificate of Undertaking
- (ii) Correspondence from TC Invest confirming that the investment satisfies the conditions for grant of a PRC under this category.

**(g) Investment in a business or enterprise**

- (i) Certificate of Undertaking
- (ii) Correspondence from TC Invest confirming that the investment satisfies the conditions for grant of a PRC under this category.

**(h) Investment in a designated approved Public Sector project in the Islands**

- (i) Certificate of Undertaking
- (ii) Evidence that the required financial contribution was made.

**(i) Great grandchild of an Islander**

- (i) parents birth certificate
- (ii) grandparent/s birth certificate
- (iii) great grandparent birth certificate

**(j) Parent of an Islander with Investments in the Islands**

- (i) birth Certificate for child who is a Turks and Caicos Islander
- (ii) TCI Status Card for child who is a Turks and Caicos Islander
- (iii) proof of the required investment in the islands

**(k) Investment in a home or business in the Islands**

- (i) proof that required investment in a home or business in the Islands was made.

**ENDORSEMENT OF SPOUSE / CHILDREN ON PERMANENT RESIDENCE CERTIFICATE**

- (1)- 2 Photos
- (2) -Marriage certificate
- (3) - Copy of spouse / children valid passport (Bio page)
- (4)- Medical (certificate of good health)
- (5) - Police record (valid for six months)
- (6)- In the case of a child police record is need for ten (10) years and older
- (7)- A school letter is need for children (private school)
- (8)- Birth certificate of spouse and child/children
- (9)- The applicant/employer has to demonstrate that the employee's income is sufficient to support him/herself and family in the islands and provide for the registration of the children in a private school.
- (10) - Applications are submitted in the same manner as work permits.
- (11) -The fee structure is a **\$150.00** non-refundable administrative fee, as well as a non-refundable fee of **\$500** with respect to each endorsee. Both are to be paid upon application.

INSTRUCTIONS: Questions 1 to 22 must be completed by all applicants.

1. First Name(s): \_\_\_\_\_
2. Family Name/Surname \_\_\_\_\_
3. Current Address: \_\_\_\_\_
4. Telephone Number(s): \_\_\_\_\_
5. Email address: \_\_\_\_\_
6. Place of Birth: \_\_\_\_\_
7. Date of Birth: DD /MM/ YYYY
8. Nationality at Birth: \_\_\_\_\_
9. Current Nationality: \_\_\_\_\_
10. Passport Number: \_\_\_\_\_
11. Place & Date of Issue: \_\_\_\_\_ DD/ MM/YYYY
12. Marital Status:  Single  Married  Divorced
13. Are you a resident of the Turks and Caicos Islands? [please circle] YES NO
14. If the answer is YES, how long have you been resident? \_\_\_\_\_
15. Please give the date(s) of any period(s) of absence(s) from the Turks and Caicos Islands during your stay as a resident, in the table below:

Date Left TCI	Date Returned to TCI	Where Travelled To	Reason for Travel

16. If you were to be granted a Permanent Residence Certificate, please indicate where our principal home will be:

\_\_\_\_\_

17. If your spouse intends to reside with you, please answer the following questions:

(a) Spouse's First Name: \_\_\_\_\_

(b) Spouse's Family Name/Surname: \_\_\_\_\_

(c) Spouse's Place of Birth: \_\_\_\_\_

(d) Spouse's Date of Birth: DD/MM/YYYY

(e) Spouse's Nationality: \_\_\_\_\_

(f) Spouse's present address: \_\_\_\_\_

\_\_\_\_\_

18. Do you wish your spouse to be endorsed on the Permanent Residence Certificate, if it is granted? **If so, you must ensure that you have paid the correct fee for endorsement.** [please circle]

YES

NO

19. If you have any dependent children, please complete their details in the table below. You must provide details of **all** dependent children, even if you do not wish to endorse them on your PRC if granted.

Full Name	Male or Female	Date of Birth	Place of Birth	Present Address

20. Please indicate if you wish for any of the dependent children above to be endorsed on your PRC certificate, if granted. Please list the names of the children you wish to be endorsed. **You must ensure that you have paid the correct endorsement fee.**

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21. Do you or any named in this application have any criminal convictions recorded against you? [If yes, please complete in the table below]

<b>Name</b>	<b>Date of Conviction</b>	<b>Place Conviction Issued</b>	<b>Offence</b>	<b>Penalty Issued</b>

22. Please provide below the details of THREE referees, who must have known you or at least 3 years.

<b>Name of Referee</b>	<b>Referee's Address</b>	<b>Referee's Tel Number</b>	<b>How Long Has the Referee Known You?</b>

**WORK AND RESIDENCE IN THE ISLANDS ROUTE**

**NOTE: This section must also be completed by those applying under the former dependant child on a work permit route. (See question 26 (e)).**

23. If you have been issued with any of the following documents, over the last 10 years, please insert details in the table below:

- (a) Residence permit(s)
- (b) Government stamp(s)
- (c) Unskilled work permit(s)
- (d) Skilled work permit(s)
- (e) Endorsee as a Spouse or Child Dependant on a PRC or Work Permit

Year	Type of Document	Document Number (if applicable)	Date Issued	Valid From Date	Valid To Date
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

**PRIMARY AND SECONDARY SCHOOL ROUTE**

24. If you are applying under the **Primary and Secondary School Route**, please provide details of your schooling in the table below.

Name and Location of School	Date Started	Date Finished

**WIDOW/WIDOWER OF A TURKS AND CAICOS ISLANDER ROUTE**

25. If you are applying because you are the spouse of a Turks and Caicos Islander\ Belonger who has deceased, please provide the following information. **Please note that you must have been together for at least 5 years at the time of his/her death.**

(a) Spouse's First Name(s): \_\_\_\_\_

(b) Spouse's Family Name/Surname: \_\_\_\_\_

(c) Spouse's Place of Birth: \_\_\_\_\_

(d) Spouse's Date of Birth: DD \ MM \ YYYY

(e) Date of Marriage: DD \ MM \ YYYY

(f) Date Spouse Deceased: DD \ MM \ YYYY

(g) Were you still legally married at the time of death? [please circle]

YES

NO



**FORMER CHILD DEPENDANT ON A PERMANENT RESIDENCE ROUTE**

26. If you are applying as a person who is over 18 years of age and was previously endorsed on your parent's PRC, please provide the following information:

(a) Parent's First Name(s): \_\_\_\_\_

(b) Parent's Family Name/Surname: \_\_\_\_\_

(c) Parent's Date of Birth DD \ MM \ YYYY

(d) Date PRC was Issued: DD \ MM \ YYYY

(e) Certificate Number: \_\_\_\_\_

**FORMER CHILD DEPENDANT ON A WORK PERMIT ROUTE**

27. If you are applying as a person who is over 18 years of age and was previously endorsed on your parent's work permit, please provide the following information:

(a) Parent's First Name(s): \_\_\_\_\_

(b) Parent's Family Name/Surname: \_\_\_\_\_

(c) Parent's Date of Birth: \_\_\_\_\_

(d) Parent's Last Work Permit Number: \_\_\_\_\_

(e) Complete the table in question 23.

**GREAT GRAND CHILDREN ROUTE**

28. If you applying under the great grandchild route, complete the table below.

(a) Name of mother: \_\_\_\_\_

(b) Name of Father: \_\_\_\_\_

In the space below, please give the name of your <b>PARENT</b> given in <b>(a)</b> or <b>(b)</b> above whose <b>grandmother</b> or <b>grandfather</b> was born in the Turks Caicos Islands below. = (A)												
<b>Your Parent</b>	<table border="1"> <tr> <td rowspan="2" style="text-align: center; vertical-align: middle;"><b>A</b></td> <td colspan="3">(i) Insert the name of (A) here.</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td></td> <td style="text-align: center;"><b>First Name</b></td> <td style="text-align: center;"><b>Middle Name</b></td> <td style="text-align: center;"><b>Surname</b></td> </tr> </table>	<b>A</b>	(i) Insert the name of (A) here.			_____	_____	_____		<b>First Name</b>	<b>Middle Name</b>	<b>Surname</b>
	<b>A</b>		(i) Insert the name of (A) here.									
_____		_____	_____									
	<b>First Name</b>	<b>Middle Name</b>	<b>Surname</b>									
Give the name of (A)'s mother or father whose grandparent/s was born in the Turks Caicos Islands below. = (B)												
<b>Your Grandparent</b>	<table border="1"> <tr> <td rowspan="2" style="text-align: center; vertical-align: middle;"><b>B</b></td> <td colspan="3">(ii) Insert the name of (B) here.</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td></td> <td style="text-align: center;"><b>First Name</b></td> <td style="text-align: center;"><b>Middle Name</b></td> <td style="text-align: center;"><b>Surname</b></td> </tr> </table>	<b>B</b>	(ii) Insert the name of (B) here.			_____	_____	_____		<b>First Name</b>	<b>Middle Name</b>	<b>Surname</b>
	<b>B</b>		(ii) Insert the name of (B) here.									
_____		_____	_____									
	<b>First Name</b>	<b>Middle Name</b>	<b>Surname</b>									
In the space below, please provide the following information regarding the person (B), who you have named above.												
	(iii) B's Mother's Name											
	(iv) B's Father's Name											
	(v) B's Date of Birth	Day: _____ Month: _____ Year: _____										
	(vi) B's Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female										
	(vii) B's Town of Birth	_____										
	(viii) B's Country of Birth	_____										
In the space below, please write the name of ONE of (B)'s parents who you have identified in (iii) or (iv) above <b>AND</b> who was born in the Turks and Caicos Islands =(C)												
<b>Your great grand parent</b>	<table border="1"> <tr> <td rowspan="2" style="text-align: center; vertical-align: middle;"><b>C</b></td> <td colspan="3">(ix) Insert the name of (C) here.</td> </tr> <tr> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td></td> <td style="text-align: center;"><b>First Name</b></td> <td style="text-align: center;"><b>Middle Name</b></td> <td style="text-align: center;"><b>Surname</b></td> </tr> </table>	<b>C</b>	(ix) Insert the name of (C) here.			_____	_____	_____		<b>First Name</b>	<b>Middle Name</b>	<b>Surname</b>
	<b>C</b>		(ix) Insert the name of (C) here.									
_____		_____	_____									
	<b>First Name</b>	<b>Middle Name</b>	<b>Surname</b>									
Provide the following information regarding (C)												
	(viii) C's Date of Birth	Day: _____ Month: _____ Year: _____										
	(ix) C's Sex	<input type="checkbox"/> Male <input type="checkbox"/> Female										
	(x) C's Town of Birth	_____										
	(viii) Country of Birth	_____										

**INVESTOR ROUTE**

29. Were you granted a Certificate of Undertaking :

- YES       NO

**(a) PRIVATE INVESTMENT**

What is the nature and total amount invested?

- Not less than \$300,000 in the actual construction, purchase or renovation of a distressed property as a home for himself and dependants in any of the islands other than the islands of Grand Turk, Salt Cay, South Caicos, Middle Caicos or North Caicos. This investment is:

- Complete  Incomplete

- Not less than \$1,000,000 in the actual construction, purchase or renovation of distressed property as a home for himself and dependants in any of the islands other than the islands of Grand Turk, Salt Cay, South Caicos, Middle Caicos or North Caicos. This investment is:

- Complete  Incomplete

- Not less than \$750,000 in a business or enterprise in the islands of Grand Turk, Salt Cay, South Caicos, Middle Caicos or North Caicos, which business or enterprise generates employment for persons in the islands of which not less than 60% of employees are non-work permit holders (or such lesser number as the Governor may determine in a particular case).

- Complete  Incomplete

- Not less than \$1,500,000 in a business or enterprise in any of the islands other than the islands of Grand Turk, Salt Cay, South Caicos, Middle Caicos or North Caicos which business or enterprise generates employment for persons in the islands of which not less than 60% of employees are non-work permit holders (or such lesser number as the Governor may determine in a particular case)..

- Complete  Incomplete

**(b) DESIGNATED APPROVED PUBLIC SECTOR PROJECT**

Please provide the following information.

(i) Name of the project:

(ii) Certificate of Undertaking No: \_\_\_\_\_

Not less than \$1,000,000 in a designated approved public sector project in the Islands.

Complete

Incomplete

29. Please list and attach ALL documentary evidence to support that fact that the investment identified above has been made.

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**Declaration:**

I \_\_\_\_\_ (full name of applicant) hereby declare that the information I have provided in this application is true to the best of my knowledge and belief and I make it knowing that if I have made any false or misleading statements I am liable to be prosecuted under the Immigration Ordinance.

Signature of Applicant: \_\_\_\_\_

Dated: \_\_\_\_\_

In the presence of:

Full Name of Witness: \_\_\_\_\_

Signature of Witness: \_\_\_\_\_

Dated: \_\_\_\_\_