

Application for a Sponsorship Licence

Hourly rate: £200.00 plus VAT (where applicable)

On average, this type of work takes between 10 - 20 hours to complete. This means that on average costs are between £2,000 and £4,000 excluding VAT depending on the complexity of the matter. If you are able to provide sufficient evidence at our first meeting and clearly meet the applicable Immigration Rules, the cost is likely to be at the lower end of this range. The exact number of hours it will take depends on the circumstances in your case. Such as:

- The amount of supporting evidence that we need to consider;
- The size of your organisation;
- The number of sponsored migrants in your organisation;
- Whether or not your organisation has held a licence previously;
- If your organisation has an established HR team to take responsibility for record keeping and sponsorship duties;
- Previous refusals or adverse immigration history;

What services are included?

The work will involve:

- Discussing your circumstances in detail and confirming whether this is the most appropriate application for you to make and what other options may be available to you;
- Giving you advice about the requirements of the Immigration Rules and whether you meet the criteria.
- Taking your instructions and sending you a comprehensive checklist of the supporting evidence required.
- Providing you with a compliance manual outlining the responsibilities and duties expected by a sponsor.
- Completing the sponsorship licence application form and covering letter.
- Checking the Resident Labour Market Test (RLMT), suggesting amendments where relevant and advising you throughout the process.
- Conducting a mock audit with you in preparation for the Home Office compliance audit, providing you with feedback and advising you on the questions the Home Office are most likely to put forward.
- Giving you advice about the outcome of the application and any further steps you need to take.

Disbursements (not included in costs set out above):

- Any Home Office fees for making the application. You will pay this to the Home Office directly as part of the application process. These figures are available on the government website and change in April at the end of every fiscal year. Note that where the applicant is based outside of the UK, fluctuations in currency may affect the Home Office fee.
- Where the Home Office refuse your application, advice and assistance in relation to any appeal

How long will my application take?

We cannot guarantee how long the Home Office will take to process your application. Read the current processing times.

We will normally be able to submit this type of application within two weeks of you providing us with the required documents. Once you have instructed us, we aim to send you a checklist of the necessary documents for this application within 48 hours. We will always let you know at the earliest opportunity if it is likely to take longer than this.

Please note the anticipated number of hours and fees are an estimate based on the facts above. All applications are likely to vary and of course, we can give you a more accurate estimate once we have more information about your specific case.