

Permission to Work Team  
Administrative Unit  
Level 7, The Capital  
New Hall Place  
Liverpool, L3 9PP

[RCMPTW@homeoffice.gov.uk](mailto:RCMPTW@homeoffice.gov.uk)

Date

Dear Sir/Madam,

**RE: Title Forenames Surname Nationality Date of Birth**  
**Home Office reference number:**

We write in relation to the above-named client. Form of authority is on file.

We write to request permission to work for **Mr/Ms X** whilst he/she awaits the outcome of further submissions to be considered as a fresh asylum claim under paragraph 353 of the Immigration Rules.

Paragraphs 360C to 360E of Part 11B of the Immigration Rules state that the Secretary of State will consider applications for permission to take up employment from asylum applicants if a decision at first instance has not been taken on the applicant's further submissions within one year of the date on which they were recorded. We stress that the delay in reaching a decision at first instance pursuant to paragraph 353 is not attributable to **Mr/Ms X**, who provided his/her supporting evidence as soon as was possible.

Our client's contact details are as follows:

Address:

Telephone:

Email:

We can be reached via the following:

Address:

Telephone:

Email:

If you require any further information in relation to this matter, please do not hesitate to contact us.

Regards,

Solicitor