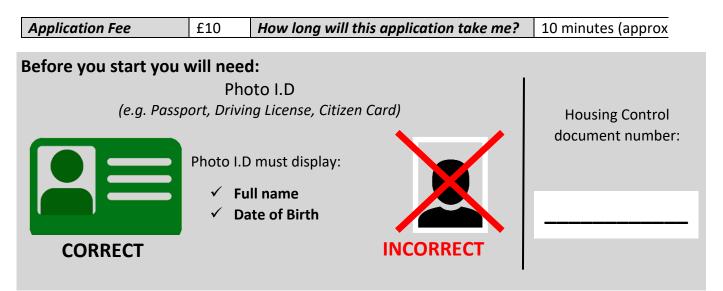


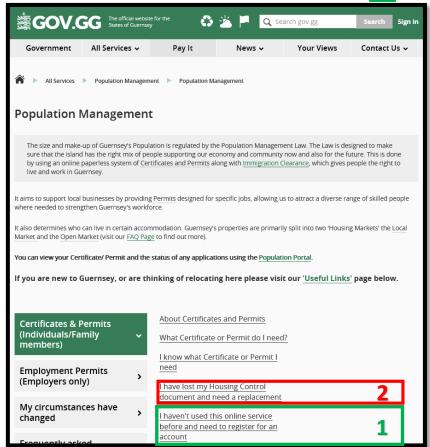
## Applying for a copy of your Housing Control Document.



## <u>Step 1:</u>

If you have already registered for this online service, please go to 'Step 2' (on the other side of the page).

In order to apply you will need to be registered with our online service. Please visit <u>https://gov.gg/populationmanagement</u>, and click on the **1** link (below).



## <u>Step 2:</u>

Once registered, return to <u>https://gov.gg/populationmanagement</u> (*image on the other side of the page*) and select **2** link.

Please click on the **3** link.

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|---|--|--|-----------------------|---------------------|----------------|
| Government  | All Services 🗸                           | Pay It   | News 🗸                | Your Views          | Contact Us 🗸   |
| All Services  Population Management  Certificates & Permits (individuals/Family members)  I have lost my Housing Control document and need a replacement  |  |  |                       |                     |                |
| I have lost my Housing Control document and need a replacement  |  |  |                       |                     |                |
| If you hold a document issued after 3rd April 2017 and have lost or misplaced your electronic copy, you can simply log into the <u>Population Portal</u> at anytime where you <u>Certificate or Permit</u> will be displayed in your overview page.   |  |  |                       |                     |                |
| If you are currently holding an Employment Permit you will need to ask you Employer for a copy of your Permit.  |  |  |                       |                     |                |
| If you hold a 'Status Declaration' (issued under the Housing Control Law [before 3rd April 2017]) and have lost or<br>misplaced this, you can apply to exchange this for the new equivalent <u>"Permanent Resident</u> Certificate".<br>When you apply, the documents you will require are:<br>• <u>Status Declaration</u> (if known)<br>• Photo ID (e.g. Passport, driving licence)<br>Fee: Free<br><u>Click here to apply</u> |  |  |                       |                     |                |
| this, you can apply for<br>When you apply, the d  | a replacement here.                      |  | ntrol Law and you hav | e lost or misplaced |                |
| <ul> <li>Photo ID (e.g. Pass</li> </ul>   |  |  |                       |                     |                |
| Fee: £10  |  |  |                       |                     |                |
| Click here to apply   |  | 3  |                       |                     |                |

Once you have followed the link and have successfully completed and submitted the application you will receive an automated email from us confirming this.

You will not have to do anything further, we will either contact you or you will receive your Certificate by email.