



Office of the Deputy Governor
Cayman Islands Government

Overview of British Registration Application Process

1. Application is received by the Office of the Deputy Governor through the drop-box on the Ground Floor of the Government Administration Building. \$200.00 filing fee is paid prior to submission at any CI Post Office location (receipt must accompany application). The application is checked for completeness and applicant/agent is contacted via email if further information is required. **Please note that contact is only made by our office if additional information is required.**
2. Application undergoes pre-processing in Grand Cayman by the Office of the Deputy Governor. Once pre-processing is completed, application is taken to the Governor's Office to facilitate delivery to the UK Home Office.
3. Once received by the UK Home Office, the application begins formal processing and the UK Home Office's fees are deducted from the card authorization form that was submitted along with the application.
4. The applicant/agent is contacted directly via email from the UK Home Office with instructions on enrolling their biometrics here in the Cayman Islands. (The Office of the Deputy Governor has no dealings with this process, and it is conducted by the UK Home Office and the applicant/agent).
5. Once biometrics are received and processing is completed by the UK Home Office, a decision is made on the application.
6. If approved, the certificate is sent back to the Cayman Islands via the Governor's Office. If the application is refused, the applicant is contacted directly by the UK Home Office with notice of refusal.
7. Once certificate is received by the Office of the Deputy Governor, the applicant/agent is contacted via email with instructions on attending a pledge ceremony.

The Office of the Deputy Governor is responsible only for the pre-processing of the application and send-off to the UK Home Office, and facilitation of the pledge ceremonies for successful applicants.

The UK Home Office has given a processing time of at least **12 months** for these applications **(with up to 3 months of this time frame for pre-processing in the Cayman Islands)**.

Any queries with regard to the status of the application once it has been sent off to the UK Home Office (including biometric updates) need to be made directly with the UK Home Office (www.gov.uk). The Office of the Deputy Governor will have no updates on the applications.