

27th November 2009

Mrs Ewa Tychoniuk
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Your Ref.: F200300088

Dear Mrs Tychoniuk,

Premises Audit

I am writing following my meeting with you on Monday 23rd November 2009. Both my colleague Miss Booker and myself found the meeting very useful, allowing us to discuss and assess a number of issues with you regarding your organisation.

Firstly, you advised us that you had been experiencing difficulties recently in terms of submitting Workers Registration Scheme applications to the UKBA at present. You confirmed that the UKBA have currently suspended processing applications for the WRS scheme from certain companies you are dealing with. You explained that the reason for this is that the UKBA are not satisfied that these are Bonafide companies as they are all registered from your business address. You explained that it is not uncommon for businesses to be registered from addresses separate to their trading addresses, in this instance because you supply accounting services to these organisations. You also confirmed that you are in the process of submitting company information to the UKBA and hope that they will resume processing these applications in due course. You also confirmed that you do not consider one of the organisations to be a Bonafide organisation (Markus Business Services LTD) and subsequently you will cease to have any further dealings with this organisation. We reaffirmed the importance of ensuring that any applications submitted on behalf of clients are Bonafide applications.

In terms of your current business you advised that you had stopped providing immigration advice temporarily from January to August as you were moving premises. You also confirmed your business is currently expanding into other areas including off shore tax advice to Polish/Russian companies hoping to expand their Businesses in the UK. You also confirmed immigration advice is currently a peripheral part of your overall business and mostly comprises of Nationality and WRS applications for Polish Nationals. You also confirmed once your colleague Katarzyna is registered to provide immigration advice and services then you will withdraw your individual registration as you will be focusing more on managing the business. In relation to Katarzyna, I hope you received a copy of her level one assessment letter which I sent by email following our visit on Monday 23rd November by