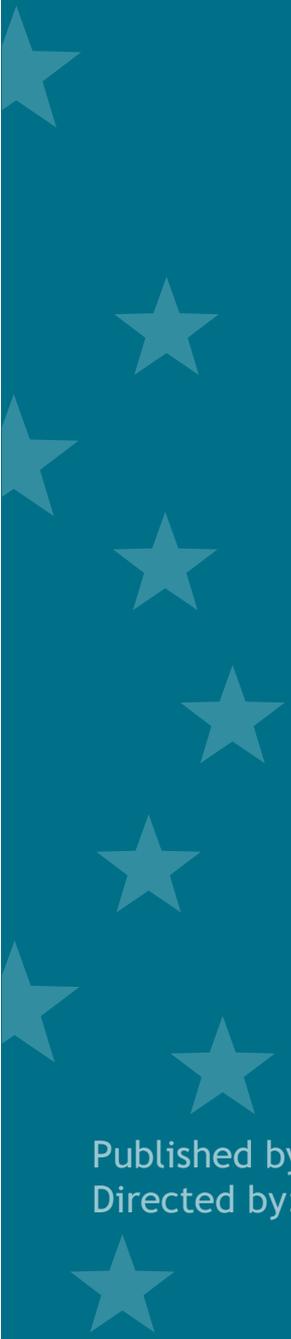




DIPUTACIÓN
DE ALICANTE

Registration certificate
as an EU resident





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(Text drawn up in accordance with the legislation in force on April, 2019)

1. What is the Registration Certificate as an EU resident (Certificado de Registro como residente comunitario)?

This is a document accrediting the legal residence in Spain of a national from an EU country.

This document only proves residence of the EU citizen in Spain but does **not identify the owner or prove nationality**. Ownership and nationality can only be accredited with the identification document from his/her country of origin (national identity document or passport in force).

The Registration Certificate includes the interested party's personal data, nationality, address, Foreigner's Identification Number (Número de Identificación de Extranjero - NIE) and date of issue, and **it does not expire**.

Requirements

One of the following conditions must be proven:

- Be an employed worker in Spain, or
- Be a self-employed worker in Spain, or
- Have sufficient economic resources for themselves and their family so as not to become a burden for Spain's social assistance service during the period of residence. A public or private health insurance policy must also be provided, hired in Spain or a different country, providing coverage in Spain during his/her residency period, equivalent to coverage provided by the National Health System.

Judgement on the sufficiency of economic resources shall be on an individual basis, always bearing the applicant's personal and family situation in mind. Sufficient proof of compliance with this requirement is holding resources greater than the amount established every year by the Spanish Finance Law (Ley de Presupuestos Generales del Estado) that would lead to entitlement to a non-taxable benefit, bearing the interested party's personal and family situation in mind.

- Be a registered student at a public or private centre recognised or funded by the education administration for studies or vocational training, and have a public or private health insurance

policy hired in Spain or another country that provides total coverage in Spain, and an affidavit that he/she possesses sufficient resources for him/herself and his/her family to not become a burden for Spain's social assistance service during the period of residence.

- Be a citizen of a member country, a family member accompanying or meeting with an EU citizen, meeting one of the conditions above. (For more information, see the Guide of Legal Rules for family members of EU citizens on the website <http://www.ciudadanosextranjeros.es/index.php?lang=en>).

Required documentation

Note: in general, copies of documents must be provided, and the originals should be displayed when filling the application.

- Official application form print (EX-18) in duplicate, correctly completed and signed by the EU citizen. You can download the form on <http://extranjeros.empleo.gob.es/es/ModelosSolicitudes/>.
- Valid passport or national identity document in force. In the event that the document has expired, a copy of it and the renewal application must be provided.
- Depending on the circumstance, the documentation listed below:
 - a) If an **employed worker**, any of the documents below may be provided:
 - Confirmation of engagement from the employer or certificate of employment, including, at minimum, the company name and address, tax identification number and contribution account code.
 - Employment contract registered with the Public Employment Service, or notification of the contract plus terms and conditions of employment through the platform CONTRAT@.
 - Social Security registration document or document proving an equivalent position, or consent to verify data in files belonging to the General Treasury of Social Security (Tesorería General de la Seguridad Social).

b) If a **self-employed worker**, any of the documents below may be provided:

- Registration in the Economic Activities Census (Censo de Actividades Económicas).
- Registration in the Companies Register (Registro Mercantil).
- Social Security registration document or document proving an equivalent position, or consent to verify data in files belonging to the General Treasury of Social Security or of the Tax Agency (Agencia Tributaria).

c) If **no professional activity** is practised in Spain, the following must be provided:

- Documentation proving possession of a public or private health insurance policy, hired in Spain or a different country, provided it provides coverage in Spain during his/her residency period, equivalent to coverage provided by the National Health System. Pensioners meet this condition by providing a certification of State healthcare from the state from which they receive their pension.
- Documentation proving sufficient resources for him/her and his/her family during the period of residence in Spain. This may be demonstrated by any means admitted by law, such as property deeds, certified cheques, documentation proving reception of capital gains or credit cards with a bank certificate stating the balance available.

d) If a **student**, the following must be provided:

- Registration at the public or private educational centre recognised or funded by the competent education administration.
- Documentation proving possession of health insurance. A European healthcare card must be provided, valid throughout the period of residence and entitling one to receive the health services necessary.
- Affidavit that he/she possesses sufficient resources for him/herself and his/her family during the period of residence in Spain.
- Providing documentation proving participation in a European Union programme for educational exchange for students and teachers shall be considered sufficient to comply with these requirements.

e) If a **family member of an EU citizen**, the following must be provided:

- Updated and, if applicable, legalised documentation proving the family bond with the EU citizen.
- Documentation proving economic dependence.
- Documentation proving that the family member giving him/her this right is self-employed or employed by a third party, or has sufficient resources and health insurance, or is a student with sufficient resources for him/herself and for his/her family, as well as health insurance.

Procedure

Individual entitled to submit an application: EU citizen or citizen of another member Country, personally.

Place where the application should be made: Foreigners' Office (Oficina de Extranjería) in the province where he/she intends to live, or the pertinent Police Station.

Submission deadline: three months after date of entry in Spain.

Fee: the fee currently in force must be paid before issuing the Registration Certificate.

Issue of the Registration Certificate: once the fee has been paid, subject to verification of requirements, the EU citizen shall immediately be issued a Registration Certificate with his/her name, nationality, address, Foreigner's Identification Number and date of registration.

2. Certificate of permanent residence of an EU citizen

Requirements

One of the following conditions must be proven:

1. Have legally resided in Spain for an uninterrupted five-year period.

2. Be employed or self-employed and cease professional activity due to having reached the age established by Spanish law for retirement with entitlement to a pension.
3. Be self-employed and reach early retirement, having practised professional activity in Spain for at least the past twelve months and resided in Spain for more than three years. The three-year period of residence is not required if the EU citizen is married or a registered civil partner of a Spanish citizen or is a citizen who has lost Spanish nationality after marriage or registration as a registered partner with the worker.
4. Be employed or self-employed and have ceased professional activity as a result of permanent disability, having resided in Spain for more than two years without interruption. The two-year period is not required if:
 - Disability is, due to a work accident or work-related illness, a condition that entitles the interested party to a pension for which a body of the Spanish government is totally or partially responsible.
 - The EU citizen is married or a registered civil partner of a Spanish citizen or is a citizen who has lost Spanish nationality after marriage or registration as a registered civil partner with the worker.
5. Be employed or self-employed and, after three consecutive years of professional activity and uninterrupted residence in Spain, professional activity is practised in a different Member State, returning to Spanish territory every day, or at least once per week.

Employment will take into account periods of involuntary unemployment that are duly justified by the public employment service, periods of suspension of activity due to causes beyond the interested party's control and absences from workplace or leave due to sickness or accidents.

Required documentation

Note: in general, copies of documents must be provided, and the originals should be displayed when filling the application.

1. Official application form (EX-18) in duplicate, duly completed and signed by the EU citizen. You can download the form on <http://extranjeros.empleo.gob.es/es/ModelosSolicitudes/>.
2. Valid passport or national identity document in force. In the event that the document has expired, a copy of it and the renewal application must be provided.

3. Documentation proving why the interested party is entitled to apply for permanent residence. No documentation is required if the interested party is applying for permanent residence for having legally resided in Spain for an uninterrupted period of five years, since said circumstance shall be verified ex officio by the Foreigners' Office.

Procedure

Individual entitled to submit an application: EU citizen or citizen of another member Country, personally.

Place where the application should be made: Foreigners' Office in the province where he/she lives, or the pertinent Police Station. For more information on the address, telephone numbers and service hours at the Foreigners' Office, please see this webpage:

http://www.seap.minhap.gob.es/servicios/extranjeria/extranjeria_ddgg.html.

Fee: the fee currently in force must be paid before issuing the Registration Certificate.

Issue of certificate of permanent residence: once the fee has been paid, subject to verification of requirements, the EU citizen shall immediately be issued a certificate of the right to permanently reside in Spain. It shall include the interested party's name, nationality, address, Foreigner's Identification Number, date of registration and the permanent residence status.

Where to apply for the certificate

If you reside in the province of Alicante, you must apply for this Certificate by going in person to the offices set forth to this end.

Currently, these offices are:

ALCOY (the National Police Station [Cuerpo Nacional de Policía])

ALICANTE (at the office that the National Police has provided at the Foreigners' Office of Alicante)

ALTEA (at the Foreigners' Office of Altea)

BENIDORM (at the National Police station)

DENIA (at the National Police station)

ELCHE (at the National Police station)

ELDA (at the National Police station)

ORIHUELA (at the National Police station)

ORIHUELA COSTA (at the National Police station)

TEULADA (at the office that the National Police has provided at Teulada Local Council [Ayuntamiento])

TORREVIEJA (at the National Police station).

Important note: *when documents are provided from other countries, they must be translated to Spanish or the co-official language of the territory where the application is submitted.*

Additionally, all foreign public documents must be previously legalised by the Spanish Consulate Office (Oficina consular de España) with jurisdiction in the country where said document was issued, and by the Ministry of Foreign Affairs and Cooperation (Ministerio de Asuntos Exteriores y de Cooperación), unless said document received the apostille from the issuing country's Competent Authority, according to the Hague Convention dated 5 October 1961, and unless said document is exempt from legalisation in light of International Conventions. For more information on translation and legalisation of documents, please see informational page num. 108.

Basic Regulations

- Directive 2004/38/EC of the European Parliament and of the Council of 29 April 2004 on the right of citizens of the Union and their family members to move and reside freely within the territory of the Member States.
- Royal Decree 240/2007, dated 16 February on the entry, free movement and residence of citizens of Member States of the European Union and other States party to the Agreement on the European Economic Area in Spain.
- Order PRE/1490/2012, dated 9 July, regulating application of article 7 of Royal Decree 240/2007, dated 16 February on the entry, free movement and residence of citizens of Member States of the European Union and other States party to the Agreement on the European Economic Area in Spain.

Legal warning: the information contained in this guide has a merely informative nature, and entails no rights, expectations or responsibilities whatsoever for the Alicante Provincial Council (Diputación de Alicante).



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