



APPLICATION FOR
A RESIDENCE DOCUMENT

PERMANENT RESIDENCE SCHEME

To be submitted by persons who are in possession of a certificate issued under the
Residence Scheme Regulation (LN 428 of 2004)

EU EEA Swiss Non-EU

1. Applicant Personal Details

Surname:

Former Surname (if applicable):

Forename (s):

Current Nationality:

Nationality at birth (if different):

Country of Birth:

Place of Birth:

Marital Status: Single Married Separated Divorced Widow/er

Sex: Male Female

Date of Birth (DD/MM/YYYY):

Travel Document Type: Passport Foreign ID Other (specify): _____

Travel Document No:

Country of Issue:

Date of Issue (DD/MM/YYYY):

Valid Until (DD/MM/YYYY):

Address in Malta:

Property No:

Property Name:

Street:

Locality:

Telephone:

Mobile:

E-mail:

Permanent Address Abroad:

Door:

Street:

Locality:

Country:

Telephone:

Bar Code

Application No

Person Registration No

New Application

Renewal

Current Permit No.

Received by:

Vetted by:

Permit Decision:

Approved

Validity: _____

Temporary

Validity: _____

Refused

Validity: _____

Conditions:

Card Permit No.

Date of First Settlement in Malta (DD/MM/YYYY):

Duration of Stay:

Country of Residence prior to Settlement in Malta:

Intended Country of next Settlement:

2. Details of Residence Scheme Certificate

Commissioner of Inland Revenue Certificate No:

Date of Issue:

- Relationship to Beneficiary**
- Main Beneficiary
 - Spouse
 - Minor under 2 years
 - Dependent

3. Declaration

I hereby solemnly declare that the information given in this application is true to the best of my knowledge and belief and that no details have been omitted that could be of deceive importance when the application is considered.

Signature of Applicant

Date

4. Data Protection

All personal details are processed in a confidential manner and in accordance with the Data Protection Act, Chapter 440 of the Laws of Malta. The Data Controller is the Director for Citizenship and Expatriate Affairs.

Information furnished in this application form together with any biometric data that is required to be collected and any other subsequent information which may be provided by you at a later stage, are mandatory for processing the application for the purposes of issuing a Residence document. Such data as well as data concerning any decision taken on your application may be accessed by the Department for Citizenship and Expatriate Affairs, the Immigration Authorities, Police Authorities, the Ministry of Foreign Affairs and any other government department and/or public organisation that may be involved in the process of evaluating your application form, in line with Maltese law. This information may also be disclosed to other competent authorities in other EU member states if required, in line with Maltese legislation and applicable EU legislation

In the course of evaluating your application, the Department for Citizenship and Expatriate Affairs may also enquire information about you from other government departments, authorities or other organisations which may need to be taken in consideration to process your application form.

All details supplied by you (the applicant) are registered in a database regarding the processing of residence documents .

You have the right under the Data Protection Act to enquire about information that is being processed about you, and to request rectification of inaccurate data and the blocking or deletion of such personal data that has not been processed in accordance with the Act The national supervisory authority of Malta, the Office of the Information and Data Protection Commissioner [idpc.info@gov.mt] will hear claims concerning the protection of personal data.

Such requests to access personal data held by the Department are to be made in writing and have to be addressed to:

The Data Protection Officer
Department for Citizenship and Expatriate Affairs
3 Castille Place
Valletta

Signature of Applicant

Date

5. Supporting Documents

- Original and copy of passport (blank pages are not required) / Foreign ID card
- Original and copy of the Permanent Residence Permit certificate issued by the Commissioner of Inland Revenue
- Receipts of Income Tax returns
- Original and copy of all necessary birth/marriage certificate/s
- A comprehensive health insurance
- Declaration of Residence issued by the Inland Revenue department

In case of a renewal:

- Confirmation by the Inland Revenue department confirming that the applicant satisfies the conditions of the Permanent Residence Scheme

NOTE:

Original documents will be returned to the applicant; Copies will be retained by the Department.

The Department reserves the right to request any other additional document to process the application.

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6. Notes to Applicants

- This application is to be submitted by persons (irrespective of the nationality they hold) who are in possession of, or whose name is included in, a certificate issued by the Commissioner of Inland Revenue under the Residence Scheme Regulations (Legal Notice 428 of 2008).
- Applications will be accepted by the Department only if they have satisfied the conditions stipulated in the above-mentioned Regulations.
- All required documents together with photocopies thereof should be enclosed with an application. English translation of documents are required, if applicable. All photocopies are to be provided by the applicant.
- Applications in respect of minors, that is, persons who are still under 18 years of age, are to be submitted and signed by the parent/s or a person who has guardianship of the child. The relative documentation
- attesting the said authority over the child would have to be submitted.
- Application fees, if applicable, is to be paid in full upon application and is not refundable.
- Persons concerned are being reminded that, without prejudice to any legal action that may be taken against them if false information is deliberately given, this would lead to the rejection of the application.