

Explanation of the application form
registration certificate (Anmeldebescheinigung)
photo identity card for EEA nationals (Lichtbildausweises für EWR-Bürger)
residence card for relatives of EEA nationals (Aufenthaltskarte)
certificate of permanent residence (Bescheinigung des Daueraufenthalts)
permanent residence card for relatives of EEA nationals (Daueraufenthaltskarte)

This explanation was intentionally written in easily understandable language.

This explanation is for your information only. Only the law published in German language is legally valid and binding. This means that you cannot derive any rights from this explanation.

You may only tick one box under "Application for a documentation".

1. EU passport photo	The passport photograph has to be 35 millimetres wide and 45 millimetres high. You can find the exact dimensions here: www.bmi.gv.at/passbild .
2. Signature	You have to sign directly in front of the employee of the Austrian authority or Austrian embassy.
3.	You are not allowed to write anything here.

Application for a documentation	You may only check <u>ONE box</u> here.
4. registration certificate	You tick here if you are an EEA or Swiss citizen and apply for a certificate of registration.
5. photo identity card for EEA nationals	You tick here if you apply for a photo ID for EEA citizens.
6. residence card for relatives of EEA nationals	You tick here if you are a third-country national (not an EEA or Swiss citizen) and apply for a residence card.
7. certificate of permanent residence	You tick here if you are an EEA or Swiss citizen and apply for a certificate of permanent residence for EEA citizens.
8. permanent residence card for relatives of EEA nationals	You tick here if you are a third-country national (not an EEA or Swiss citizen) and apply for a permanent residence card.

A. My data	Information about you
9. surname(s)	Please fill in your last name. If you have more than one last name, please fill in all of your last names.
10. first name	Please list all your first and middle names.
11. Former surnames	If you previously had one or more different last names, please fill them in here (example: before your marriage).
12. sex	male – Tick this box if you are a man. female – Tick this box if you are a woman. divers, inter, open, not specified - Tick your appropriate gender here if you are not male or female.
13. date of birth	When were you born?
14. country of birth	In which country where you born? example: Austria
15. place of birth	What is your place of birth? example: Vienna
16. marital status	single – Tick this box if you are neither married nor in a registered partnership. married/registered partnership (EP) – Tick this box if you are married or in a registered partnership. divorced/dissolved EP – Tick this box if you are divorced or your registered partnership has been dissolved. widowed/dissolution of registered partnership by death – Tick this box if your husband/wife or registered partner died.
17. nationality(s)	Please fill in your nationality here. If you have more than one nationality, please list them here.
18. since	Since when are you holding the nationalities listed under point 17?
19. former nationality	Have you previously had different nationalities? If yes, please write them down.
20. until	Until when did you have these previous nationalities? You only have to answer this question if you filled out point 19!
current residence	Where do you currently live?
21. country	In what country are you currently living?
22. postal code	What is your postal code?
23. street, house number, door number	What is your street address? Please include house number, door or apartment number, if that applies.

24. location	In which place or town do you live?
contact details	Your contact details
25. phone number	Please write down your phone number, if you have one.
26. E-Mail address	Please write down your e-mail address, if you have one.
Authorised Representative / authorised representative for service of documents It is important that the authority can send you letters and that you can contact the authority. You can appoint a person to represent you in the procedure (power of attorney for representation). You can also appoint a person to receive your letters for you (authorisation to receive documents). - Power of attorney for representation: You can appoint a person to represent you in the procedure. This person can then contact the authority and act on your behalf. Unless you specify otherwise, the authority will also send letters to this person. Representation for payment is only permitted by professional representatives (for example, lawyers). Other people, such as your spouse, relatives or acquaintances, may represent you free of charge. For representation, you need a written power of attorney. The power of attorney must include your details and the details of your representative. You must sign the power of attorney. The representative must also be aware of the power of attorney and must sign it. If a lawyer represents you, different rules apply. Your lawyer will inform you about these rules. You can find a sample power of attorney under Section F at https://www.bmi.gv.at/312/60a/start.aspx. - Authorisation to receive documents: You can appoint a person who lives in Austria to receive your letters. This can be, for example, your spouse, a relative or an acquaintance. The authority will then send the letters to this person. You do not need a written power of attorney for this. You only need to fill in the following fields. The person authorised to receive documents may only receive your letters. They may not represent you in the procedure.	
27. first name(s)	What is the first name of the person authorised to receive your letters?
28. surname(s)	What is the last name of the person authorised to receive your letters?
29. postal code	What is the postal code of the town where the person authorised to receive your letters lives?
30. street, house number, door number	What is the street address of the person authorised to receive your letters?
31. location	In which town does the person authorised to receive your letters live?
32. phone number	Please write down the phone number of the person authorised to receive your letters.
33. E-Mail address	Please write down the e-mail address of the person authorised to receive your letters.

B. My residence in Austria	Since when do you live in Austria? What do you do in Austria?
34. Residence in Austria since	Here you fill in how long you have been living in Austria.
Reason for my residence Are you an EEA or Swiss citizen ? Then tick the appropriate points from point 35 to point 39. Are you a third-country national ? Then tick item 39.	
35. Employee	Tick here if you are a worker or employee.
36. Self-employed	Tick here if you are self-employed.
37. Private individual/non-employed person	Tick here if you are - do not work, - have health insurance and - have enough money to live in Austria. For example, if you are a pensioner.
38. Pupil/student (education)	Tick here if you are a pupil or student.
39. Family member	Tick here if you are applying for a residence permit as a family member.
If you have ticked family members, please enter the data of your family member here:	
40. surname(s)	Here you enter the family name of the person you want to live with in Austria.
41. first name	Here you enter the first name of the person you want to live with in Austria.
42. former surnames	Here you enter the former surnames of the person you want to live with in Austria.
43. sex	male - Tick here if the person is a man. female - Tick here if the person is a woman. diverse, inter, open, not specified - Tick the appropriate gender here if the person is not male or female.
44. date of birth	Here you enter the date of birth of the person you want to live with in Austria.
45. nationality(s)	Here you enter the citizenship of the person you want to live with in Austria.
46. reference number of the EEA citizen (if known)	Here you enter the procedure number of the family member you want to live with in Austria, if you know the procedure number.

What documents do you need for the application?

You are an EEA citizen or Swiss citizen and apply for a registration certificate?

Then you need:

- a valid identity card OR
 - a valid passport
- AND
- documents to show why you want to continue living in Austria.

Depending on what you marked under **Point B** you will need the following documents.

You marked (35) **Employee**? Then you will also need:

- a work contract or
- a confirmation of engagement from the employer.

You marked (35) **Self-employed**? Then you will also need:

- proof that you are self-employed.
- For example: a work contract, fee notes, your income tax assessment for the last year.

You marked (37) **Private individual / non-employed person**? Then you will also need:

- proof that you have comprehensive sickness insurance cover in Austria
- proof that you have sufficient resources for yourself and your family members for your planned stay in Austria.

You can show sufficient resources through your income or savings. For example your pension.

You marked (38) **pupil/student (education)**? Then you will also need:

- proof of enrolment at an establishment accredited or financed by Austria
- proof that you have comprehensive sickness insurance cover in Austria
- proof that you have sufficient resources

You marked (39) **family member**?

As husband, wife or registered partner you also need:

- a wedding certificate or certificate on your registered partnership.

As a child or grandchild under the age of 21 you also need:

- a document to proof a family relationship.

If you want to prove that a person is related to you, you need to bring a confirmation. This is, for example, a birth certificate or adoption certificate.

As a child or grandchild above the age of 21 you also need:

- a document attesting to the existence of a family relationship. If you want to prove that a person is related to you, you need to bring a confirmation. This is, for example, a birth certificate or adoption certificate. AND
- proof that you need maintenance AND
- proof that you are receiving maintenance from the EEA citizen or Swiss citizen, her husband, his wife or his/her registered partner. That means you have to show that you are getting money or other assistance from a EEA citizen or Swiss citizen covering your basic needs.

As a mother, father, grandmother or grandfather you also need:

- a document to proof a family relationship.
If you want to prove that a person is related to you, you need to bring a confirmation. This is, for example, a birth certificate or adoption certificate. AND
- proof that you need maintenance AND
- proof that you are receiving maintenance from the EEA citizen or Swiss citizen, her husband, his wife or his/her registered partner. That means you have to show that you are getting money or other assistance from a EEA citizen or Swiss citizen covering your basic needs.

As a life partner in a durable relationship you will also need:

- proof of a durable relationship with a EEA citizen or Swiss citizen.

As another family member you also need:

- proof that you are receiving maintenance from the EEA citizen or Swiss citizen in your country of origin. That means you have to show that you are getting money or other assistance from a EEA citizen or Swiss citizen covering your basic needs OR
- proof that you have lived together with the EEA citizen or Swiss citizen in the same household in your country of origin OR
- proof of the existence of serious health grounds which strictly require the personal care of the family member by the EEA citizen or Swiss citizen

Are you a third-country national applying for a residence card?

Then you need:

- a valid passport

You marked (39) **family member**?

As husband, wife or registered partner you also need:

- a wedding certificate or certificate on your registered partnership.

As a child or grandchild under the age of 21 you also need:

- a document to proof a family relationship.

If you want to prove that a person is related to you, you need to bring a confirmation. This is, for example, a birth certificate or adoption certificate.

As a child or grandchild above the age of 21 you also need:

- a document attesting to the existence of a family relationship.

If you want to prove that a person is related to you, you need to bring a confirmation. This is, for example, a birth certificate or adoption certificate. AND

- proof that you need maintenance AND
- proof that you are receiving maintenance from the EEA citizen or Swiss citizen, her husband, his wife or his/her registered partner. That means you have to show that you are getting money or other assistance from a EEA citizen or Swiss citizen covering your basic needs.

As a mother, father, grandmother or grandfather you also need:

- a document to proof a family relationship.

If you want to prove that a person is related to you, you need to bring a confirmation. This is, for example, a birth certificate or adoption certificate. AND

- proof that you need maintenance AND
- proof that you are receiving maintenance from the EEA citizen or Swiss citizen, her husband, his wife or his/her registered partner. That means you have to show that you are getting money or other assistance from a EEA citizen or Swiss citizen covering your basic needs.

You are an EEA citizen or Swiss citizen and apply for a certificate of permanent residence?

Then you need

- a valid identity card
- OR
- a valid passport
- a proof that you have lived in Austria for the last 5 years and that you are still living in Austria
- a proof that your reason of residence in the last 5 years was as follows (several points are possible):
 - employee/employee
 - self-employed
 - private individual / non-employed person
 - pupil or student (education)
 - family member

Evidence includes employment contracts, income tax returns, school reports, enrollment confirmations, bank statements, marriage certificate, partnership certificate or birth certificate.

You will find additional information on pages 5 to 7.

Are you a third-country national applying for a permanent residence card?

Then you need

- a valid identity card
- OR
- a valid passport
- a proof that you have lived in Austria for the last 5 years and that you are still living in Austria
- Proof that you have been a family member of an EEA citizen or Swiss citizen for the last 5 years.

You can find more information about the family members on pages 6 and 7.

ATTENTION:

Even if you have already submitted all the listed documents, the authority may still require more information/documents from you. This may be necessary if not everything is clear for the authority yet. Therefore, please send these documents to the authority quickly.

If you do not pay the fees, you cannot get a residence permit. Please pay the fees as soon as possible. If you pay later, your procedure will take longer.