



EXPATRIATES UNIT

CHECKLIST FOR RENEWAL - BLUE CARD WORKER

Applicants would need to submit the below documentation, by uploading them on the Online Portal.

The original of every document uploaded on the Online Portal during the Application Process must be presented at the time of the biometrics appointment.

Third-country nationals are expected to always carry their valid passport and residence card.

- 01 Residence Application Form – CEA Form B - Renewal Application** – The Application Form must be fully completed and signed;
- 02 Identification Documents** – Passport and Residence Card – A copy of the applicant's passport bio-page, valid for more than eight (8) months, & a front and back copy of the Residence Card;
- 03 Work Contract** - Work employment contract signed by both the applicant and employer. The basic wage and the duration of employment should be included in the contract, in line with DIER regulations. The salary has to be 1.5 x the average gross annual salary in Malta as published by the NSO in the Labour force survey;
- 04 Health Screening** - Health Screening Approval email sent to the applicant/employer by IDCU. Requirements for Health Screening may be found on:
https://hpd.gov.mt/idcu/health_screening_for_renewal_of_work_permit;
- 05 Property Lease or Purchase Agreement** – Lease or purchase agreement of property which clearly indicates applicant's name as the lessee or purchaser (as applicable).
A lease agreement is to include the start and end date.
 - Applicants who will be residing in a Hotel / Guest house as their main residency should fill in the Keeper's Declaration Form;
 - Applicants who will be provided with free accommodation should fill the Declaration of Accommodation.
- 06 Housing Authority Approval** – Approval letter/e-mail issued by the Housing Authority, confirming that either the listed premises contract has been renewed or that a new registration of the property has been vetted and approved. This requirement is in line with Article 4 of Subsidiary Legislation 604 of the Laws of Malta;
- 07 Lease Agreement Professional Attestation Form (provided on Identità's website)** – To be filled and signed by the landlord and also filled and officially stamped by a lawyer/notary /legal procurator. *(Only applicable in case of a change of address)*
- 08 Other Documents** - Any other applicable document requested by Identità.