



**EXPATRIATES UNIT
EMPLOYMENT/ SELF EMPLOYMENT
RESIDENCE APPLICATION FORM**

(This application is being submitted on the basis of the provisions of Free Movement of EU nationals and their Family Members Order (Subsidiary legislation 460.17) and/or Immigration Regulations (Subsidiary legislation 217.04)

EU National

EEA National

Swiss National

01 APPLICANT'S PERSONAL DETAILS

Surname _____

Name _____

Maiden Surname
(If applicable) _____

Registration Certificate No. _____
(Incase of renewal)

Current Nationality _____

Nationality at Birth _____

Country of Birth _____

Place of Birth _____

Marital Status Single Married Separated Divorced Widowed Cohabitant

Gender Male Female X

Date of Birth _____

Telephone No. _____

Mobile No. _____

Email Address _____

Travel Document Type Passport Foreign ID Other (Specify) _____

Travel Document No. _____

Country of Issue _____

Date of Issue _____ **Valid Until** _____

02 ADDRESS IN MALTA

Property No./Name _____

Street Name _____

Locality _____ **Post Code** _____

03 PERMANENT ADDRESS ABROAD

Property No./Name _____
Street Name _____
Locality _____ Post Code _____
Country _____

04 IMMIGRATION DETAILS

Date of first settlement in Malta _____
Intended Duration of stay in Malta _____
Country of Residence prior to Settlement in Malta _____
Intended Country of Next Settlement _____

05 EMPLOYMENT DETAILS

TO BE FILLED IN BY PERSONS APPLYING AS EMPLOYED

Employer's/ Company Name _____
Job Title _____
Period of Employment From _____ To _____

TO BE FILLED IN BY PERSONS APPLYING AS SELF-EMPLOYED

Trade Licence Unit No. _____
Social Security No. _____
Nature of Business _____

06 DECLARATION BY THE APPLICANT

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 direct importance when the application is considered.

Applicant's Signature _____

Date _____

SUPPORTING DOCUMENTS

The original version of all documents submitted with this application must be presented at the time of the biometrics appointment.

Scans of the original documents must be uploaded on the online portal together with the application form; The Department reserves the right to request any other additional document to process the application.

Documents submitted must be in line with the latest published Policy by Identità, establishing the standards for the recognition of foreign public documents.

New/Renewal EU nationals who are taking up employment in Malta as employed:

- Make sure that your registration with Jobsplus Unit is active under on going employment
- Copy of valid Foreign ID (front and back copy) or Passport (bio data page only)
- Copy of either , work contract, if older than 6 months upload recent payslip or Jobsplus employment history.
- Application Form A signed in wet ink signature or Advanced Electronic Signatures (AES) or Qualified Electronic Signatures (QES)
- GDPR Form signed in wet ink signature or Advanced Electronic Signatures (AES) or Qualified Electronic Signatures (QES)

New EU nationals who are taking up residence in Malta as self employed:

- Make sure that your registration with Jobsplus Unit under self-employment basis is on going
- Copy of valid Foreign ID (front and back copy) or Passport (bio data page only)
- Copy of recent Jobsplus employment history showing that you are self-employed
- Copy of VAT certificate issued by the VAT Department
- Copy of Tax certificate issued by the Inland Revenue Department
- Copy of Social Security (National Insurance) Certificate
- Application Form A signed in wet ink signature or Advanced Electronic Signatures (AES) or Qualified Electronic Signatures (QES)
- GDPR Form signed in wet ink signature or Advanced Electronic Signatures (AES) or Qualified Electronic Signatures (QES)

Renewal EU nationals who are taking up residence in Malta as self employed:

- Make sure that your registration with Jobsplus Unit under self-employment basis is still ongoing
- Copy of valid Foreign ID (front and back copy) or Passport (bio data page only)
- Copy of recent Jobsplus employment history showing that you are self-employed
- Application Form A signed in wet ink signature or Advanced Electronic Signatures (AES) or Qualified Electronic Signatures (QES)
- GDPR Form signed in wet ink signature or Advanced Electronic Signatures (AES) or Qualified Electronic Signatures (QES)

**Note: Original documents must be presented upon appointment and will be returned to the applicant;
Copies must be uploaded on the online portal together with the application form;
The Department reserves the right to request any other additional documents to process the application.**

Kindly note that applicants in hold of a valid or expired residence card shall return their residence card upon biometric appointment. If your residence card is lost, a Police Lost Report issued here in Malta needs to be presented upon appointment.

NOTES TO APPLICANTS

- 01** EU and EEA and their family members who have been residing in Malta for more than 3 months should apply immediately for a registration certificate/residence card. This documentation is issued pursuant to the provisions of Directive 2004/38/EC as implemented in Maltese legislation by means of Subsidiary Legislation 460.17. For this purpose they are required to submit an application for residence documentation.
 - 02** Swiss nationals and their family members, who have been residing in Malta for more than 3 months, should apply immediately for a residence permit. For this purpose they are also required to submit an application for residence documentation.
- Further information can be accessed on www.identita.gov.mt.
- 03** Only one application for residence permit for a specific purpose of stay may be considered at any one time.
 - 04** All required documents should be enclosed with an application. English translation of documents is required, if applicable. Any photocopies are to be provided by the applicant.
 - 05** 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.
 - 06** 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.
 - 07** Application fee, if applicable, is to be paid in full upon application and is not refundable.