

**Application for  
Registration in the Central  
Register of Foreign  
Nationals EU Citizen  
Residency (Royal Decree  
240/2007)**

Space for  
registration stamps

**THIS IS NOT AN APPLICATION FORM. ITS PURPOSE IS TO HELP UNDERSTAND THE OFFICIAL FORM. TO  
APPLY FOR ANY OF THESE PERMITS YOU MUST USE THE OFFICIAL SPANISH VERSION.**

**1) APPLICANT'S DETAILS**

PASSPORT NUMBER	N.I.E. number (only if you have one)	---
1st Surname <i>Exactly as passport</i>	2nd Surname <i>Only if you have one</i>	
Name		Sex (1) M F
Date of birth (2)	Town/City	Country
Nationality	Marital status(3) S M W D Sp	
Father's Name	Mother's Name	
Street address in Spain		No. Flat
Municipality	Postcode	Province
Mobile phone	E-mail	
Name of legal representative, if applicable	DNI/NIE/PAS	Capacity (4)

**2) DETAILS OF THE PERSON SUBMITTING THE APPLICATION (5)**

Name/Company name	DNI/NIE/PAS
Street address in Spain	No. Flat
Municipality	Postcode Province
Mobile phone	E-mail
Name of legal representative, if applicable,	DNI/NIE/PAS Capacity

**3) ADDRESS TO SEND NOTIFICATIONS TO**

Name/Company name	DNI or NIE or PASSPORT
Street Address in Spain	No. Flat
Municipality	Postcode Province
Mobile phone	E-mail

I AGREE that communications and notifications be made by electronic means(6)

*Only tick if you have and will keep up-to-date a valid digital certificate in Spain to access secure electronic notifications online.*

*Most people do not have one so should not tick this.*

**First name and surname of the applicant**.....

**4) STATUS IN SPAIN <sup>(7)</sup>**

**ENVISAGED PERIOD OF RESIDENCE IN SPAIN** ..... **DATE YOU STARTED LIVING IN SPAIN** .../.../..... (2)

No. OF FAMILY MEMBERS WHO ARE ACCOMPANYING OR JOINING APPLICANT IN SPAIN .....

**TEMPORARY RESIDENCE (tick one as appropriate unless you can prove you are entitled to permanent residence, below)**

- Employed worker
- Self-employed worker
- Inactive person/Retired with sufficient resources and health insurance
- Student with sufficient resources and health insurance
- EU/EEA/Swiss National, family member of another nationality included in the previous sections
  - DNI/ NIE/Passport of the entitled EU/EEA/Swiss citizen .....
  - Relationship with the entitled UE/EEA/Swiss national .....

**PERMANENT RESIDENCE**

- Continuous residence in Spain for 5 years
- Worker at retirement age with Spanish state pension rights from at least 12 months' work and who has lived in Spain at least 3 years
- Worker at retirement age with Spanish state pension from at least 12 months' work and a Spanish partner/spouse
- Worker at retirement age with pension entitlements, who has worked in Spain for 12 months and whose spouse/partner lost Spanish nationality due to marriage/registration
- Worker in early retirement, who has worked in Spain for 12 months and resided in the country for 3 years
- Worker in early retirement, who has worked in Spain for 12 months , and whose spouse/partner is Spanish
- Worker in early retirement, who has worked in Spain for 12 months and whose spouse/partner lost Spanish nationality due to marriage/registration
- Worker with a permanent disability having resided in Spain for more than 2 continuous years
- Worker with a permanent disability as a result of an occupational accident or illness
- Worker with a permanent disability who has a Spanish spouse/partner
- Worker with a permanent disability and whose spouse/partner lost Spanish nationality due to marriage/registration
- Worker who after 3 consecutive years of working and residing in Spain performs their role in another Member State while maintaining residence in Spain
- Other.....(specify)

**CHANGE**

- Of personal details
- Of address
- Of ID document or passport
- Other.....(specify)

**CANCELLING REGISTRATION**

Specify the reason

The undersigned are responsible for the accuracy of the information provided and of the supporting documentation. In addition they agree that the information can be checked with the relevant authorities and documentation requested.

I DO **NOT** AGREE that the relevant documentation held by the authorities can be checked (in which case the applicants must provide the documentation in person) <sup>(8)</sup>

...Name of town where you are, on date...of .....month..... of ...year.....



SIGNATURE OF THE EU CITIZEN (family member of the applicant)

SIGNATURE OF THE APPLICANT (or legal representative, if applicable)

**First name and surname of the applicant** .....

For most applicants, these appendices are not necessary. They refer to documents/evidence to help your application already handed in with previous applications or held with other public authorities. See note 8 of the form.

**APPENDIX 1. List of documents that applicant agrees can be checked with the relevant authorities**

	Document	Body	Authority	Date presented
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				

**APPENDIX II. List of documents which applicant does not wanted checked**

1	
2	
3	
4	
5	
6	
7	
8	
9	
10	

## HOW TO FILL IN THE FORM

FILL IN USING CAPITAL LETTERS WITH A BLACK PEN AND CLEAR WRITING OR USING A KEYBOARD OR TYPEWRITER.  
HAND IN AN ORIGINAL AND A COPY

- (1) Tick the appropriate box: Male / Female
- (2) 2 for the day, 2 for the month and 4 for the year, (dd/mm/yyyy)
- (3) Married / Widow(er) / Divorced / Separated
- (4) Indicate in which capacity he/she is the legal representative, e.g. father/mother of the minor, guardian.....
- (5) Fill in only in the case of a person other than the applicant
- (6) Under the fourth additional provision of Royal Decree 557/2011, legal entities or groups of individuals, who, due to their financial or technical capability, day-to-day profession or other justified grounds, have guaranteed access to and availability of the necessary technological media, are obliged to receive notifications via this medium, even if they haven't given their consent. If you aren't in one of those groups you will only be notified electronically or digitally if you mark the box giving your consent. In either case, the notification will be available on the e-platform of the Ministry for Tax and Public Administrations (Ministerio de Hacienda y Administraciones Públicas (<https://sede.mpt.gob.es>)).  
The notification will be sent to the person whose contact information is in the section: "domicilio a efectos de notificaciones" (address to send notification to) or, if not, to the applicant. To gain access to a notification electronically in this way you **will need to have a valid electronic certificate linked to the DNI/NIE that is stated in the section** "Address to Send notifications to".  
It is advisable to fill in the "mobile phone" and "e-mail" fields in order to get a notice advising you that a notice is waiting for you on the e-platform (just for information purposes).
- (7) Tick the appropriate box
- (8) Applicants are not required to bring documentation that has been issued by any public authority or that has already been supplied as part of an administrative process. To this end, the applicant should list in appendix 1 the documentation concerned. It will be presumed that permission has been given to consult that documentation, unless you expressly ask for it not to be consulted by filling in appendix 2.

**Specific information on the completion and documentation that must accompany this application form for each of the procedures referred to herein (FACTSHEETS), is available on any of the following websites:**

<http://extranjeros.mitramiss.gob.es/> <http://extranjeros.mitramiss.gob.es/es/InformacionInteres/InformacionProcedimientos/>

In accordance with the General Data Protection Regulation, EU 2016/279, of the European Parliament and Council of 27 April 2016, you are informed that the information provided on this form by the interested parties, that is needed to decide on their application, will be passed to and form part of the data handled by the national public administrative authorities in charge of immigration, under the responsibility of the Directorate-General of Migration, the Directorate-General of Police and Government Delegations or Sub-delegations. The interested party may exercise his/her right of access, rectification, requesting transfer or cancellation of the information as well as withdrawing consent at any time. In addition, they have the right to make a complaint to the Spanish data protection agency, [www.aepd.es](http://www.aepd.es).

The official forms may be reproduced using any print media.  
They will be available from the departments in charge of their management and on the information web page of the Ministry of Work, Migration and Social Security  
<http://extranjeros.mitramiss.gob.es/es/>

**THIS APPLICATION FORM IS FREE OF CHARGE. ITS SALE IS PROHIBITED.**

**Remember that this is an unofficial English translation designed to help people fill in the official Ex-18 form in Spanish. No responsibility is taken for any inaccuracies.**