

Declaration of residence – Annex A: Documentation required for the registration with the Register Office (*Anagrafe*) of non-EU citizens

1. Holder of a valid residence permit

Documents to be attached

- 1) Copy of a valid passport or an equivalent document;*¹
- 2) Copy of a valid residence permit;*
- 3) Copy of original documents, translated and certified, proving the holder's civil status and family composition.**²

2. Holder of a residence permit under renewal

Documents to be attached

- 1) Copy of a valid passport or an equivalent document;*
- 2) Copy of the expired residence permit;*
- 3) Application receipt for your residence permit renewal;*
- 4) Copy of original documents, translated and certified, proving the holder's civil status and family composition.**

3. Non-EU national waiting for the first release of employment residence permit

Documents to be attached

- 1) Copy of a valid passport or an equivalent document;*
- 2) Copy of the employment and residence contract (*contratto di soggiorno*) signed at the One-stop Shop for Immigration (*Sportello Unico per l'Immigrazione*);*
- 3) Receipt issued by the local post office when you applied for your residence permit;*
- 4) Application for the employment residence permit you turned in at the One-stop Shop for Immigration (*Sportello Unico per l'Immigrazione*);*
- 5) Copy of original documents, translated and certified, proving the holder's civil status and family composition.**

4. Non-EU national waiting for the first release of their family reunification residence permit

Documents to be attached

- 1) Copy of a valid passport or an equivalent document;*
- 2) Receipt issued by the local post office when you applied for your residence permit*
- 3) Uncertified photocopy of the authorisation (*nulla osta*) issued by the One-stop Shop for Immigration (*Sportello Unico per l'Immigrazione*)*
- 4) Copy of original documents, translated and certified, proving the holder's civil status and family composition**

* These documents are compulsory

** These documents are needed to register the family relationship and issue the relative certificates

Declaration of residence – Annex B: Documentation required of EU citizens in order to register with the Register Office (*Anagrafe*)

1. Employed or self-employed³ workers

Documents to be submitted

- 1) Copy of a valid identity card also valid as a travel document for crossing a state border, issued by your State of nationality;*
- 2) Documents proving you are employed or self-employed;*
- 3) Copy of original documents, translated and certified, proving the holder's civil status and family composition.**

2. Non-active persons with sufficient resources to maintain themselves

Documents to be submitted

- 1) Copy of a valid identity card also valid as a travel document for crossing a state border, issued by your State of nationality;*
- 2) Self-declaration stating you have sufficient resources to maintain yourself and not become a burden on the Italian social assistance system. The reference amount corresponds to the value of the social allowance. Your overall situation will be taken into account when you apply for registration with the Register Office;*
- 3) Copy of comprehensive health insurance that covers you in Italian territory, valid for at least one year or, alternatively, copy of one of the following forms issued by your State of origin: E106, E120, E121 (or E33), E109 (or E37);*
If you do not intend to transfer your place of residence to Italy you may use your EHIC (European Health Insurance Card, *or TEAM by the Italian acronym*), which also allows you to be registered in the temporary population list.
- 4) Copy of original documents, translated and certified, proving the holder's civil status and family composition.**

3. Student (not working)

³ **Art. 7, 3rd paragraph of the Legislative Decree no. 30/2007**

An EU citizen who has been employed or self-employed in Italy shall retain his/her right of residence referred to in paragraph 1, point a) if:

- a) He/she is temporarily unable to work as the result of an illness or accident;
- b) He/she duly registered with the relevant employment office as involuntarily unemployed after having worked in Italy for over a year and has registered as a job-seeker, signing the declaration referred to in article 2, paragraph 1 of the Legislative Decree no. 181 of 21 April 2000 and replaced by article 3 of the Legislative Decree no. 297 of 19 December 2002, by which he/she stated his/her immediate availability to work;
- c) He/she is in duly recorded involuntary unemployment after completing a fixed-term employment contract of less than a year or after having become involuntarily unemployed during the first twelve months of his/her stay in Italy; he/she has registered as a job-seeker with the relevant employment office, signing the declaration referred to in article 2, paragraph 1 of the Legislative Decree no. 181 of 21 April 2000 and replaced by article 3 of the Legislative Decree no. 297 of 19 December 2002, by which he/she stated his/her immediate availability to work; in this case, the person concerned shall retain his/her status of worker for a year;
- d) He/she embarks on vocational training. In this case, unless he/she is involuntarily unemployed, the retention of the status of worker shall require the training to be related to the previous job.

Documents to be submitted

- 1) Copy of a valid identity card also valid as a travel document for crossing a state border, issued by your State of nationality;*
- 2) Proof of enrolment in an approved educational establishment (school or vocational education institution);*
- 3) Self-declaration stating you have sufficient resources to maintain yourself and not become a burden on the Italian social assistance system. The reference amount corresponds to the value of the social allowance. Your overall situation will be taken into account when you apply for registration with the Register Office;*
- 4) Health risk coverage:***
 - *Student applying for registration with the regular Register Office:*
Copy of comprehensive health insurance that covers you in Italian territory, valid for at least one year or at least for the duration of status, if less than a year; alternatively, a valid EU form;
 - *Student applying for registration with the temporary population register:*
EHIC card issued by your State of origin or a valid EU form;
- 5) Copy of original documents, translated and certified, proving the holder's civil status and family composition.**

4. EU family members⁴ of EU citizen referred to in the preceding paragraphs

Documents to be submitted

- 1) Copy of a valid identity card also valid as a travel document for crossing a state border, issued by your State of nationality;*
- 2) Copy of original documents, translated and certified, supporting the family member's right of residence (e.g. marriage certificate for the spouse, full birth certificate where an ascendant or descendant is concerned);*

Registering a family member implies that as a EU citizen you are either a worker or self-employed, that is to say you possess sufficient resources to maintain yourself and your family members, according to the criteria set out in article 29, paragraph 3, point b), of the Legislative Decree no. 286 of 25 July 1998 which are reviewed annually.

Example table

Income requirements	Number of family members
€ 5.577,00	For the applicant only
€ 8.365,00	Applicant + a family member
€ 11.154,00	Applicant + two family members
€ 13.942,50	Applicant + three family members
€ 16.731,00	Applicant + four family members
€ 10.849,80	Applicant + two or more children under the age of 14
€ 13.562,25	Applicant + two or more children under the age of 14 + another family member

⁴ "Family member of a EU citizen" means : the spouse, the direct descendants who are under the age of 21 or are dependants and those of your spouse; the dependent direct relatives in the ascending line and those of the spouse (art. 2 of the Legislative Decree no. 30/2007)

* * These documents are compulsory

** These documents are needed to register the family relationship and issue the relative certificates

Where ascendants and descendants over 21 years of age are concerned, the EU citizen meeting the requirements for the right of residence must declare their status of dependants.*

5. Non-EU citizen, family member of an EU citizen

Documents to be submitted

- 1) Copy of a valid passport;*
- 2) Your residence card (*carta di soggiorno*) issued on grounds of being a family member of an EU citizen or the receipt of your application.*