



APPLICATION FOR A RESIDENCE PERMIT EMPLOYMENT

(To be filled in by persons who are not nationals of an EU Member State, Iceland, Liechtenstein, Norway or Switzerland)

Tick as applicable

- This application is being submitted under the provisions of the Single application procedure for a Single permit as regards Residence and work and a common set of Rights to those third country workers legally residing in Malta Regulation (Legal Notice 160/2014). Information leaflet CEA/L/10 refers, which may be accessed through www.mhas.gov.mt

(If the applicant is already in possession of an employment licence the details in section 2B are to be provided, in order to assess whether the employment, that has been authorised under the said licence, falls to be considered under the Regulation concerned.

- This application is not being submitted under the provisions of the above mentioned regulation as regards the issue of a residence /work permit. Applicant is in possession of an Employment licence
- Self Employed

Bar Code

Application No

Person Registration No

New Application

Renewal

Current Permit No.

Received by:

Vetted by:

Permit Decision:

Approved

Validity: _____

Temporary

Validity: _____

Refused

Validity: _____

Conditions:

Card Permit No.

1. Applicant Personal Details

Surname:	
Former Surname (if applicable):	Forename (s):
Current Nationality:	Nationality at birth (if different):
Country of Birth:	Place of Birth:
Marital Status: <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widow/er	
Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female	Date of Birth (DD/MM/YYYY):
Travel Document Type: <input type="checkbox"/> Passport <input type="checkbox"/> Foreign ID <input type="checkbox"/> Other (specify): _____	
Travel Document No:	Country of Issue:
Date of Issue (DD/MM/YYYY):	Valid Until (DD/MM/YYYY):

Address in Malta:

Property No:	
Property Name:	
Street:	
Locality:	
Telephone:	Mobile:
E-mail:	

**Permanent
Address
Abroad:**

Door:

Street:

Locality:

Country:

Telephone:

Date of First Settlement in Malta (DD/MM/YYYY):

Intended Duration of Stay:

Country of Residence prior to Settlement in Malta:

Intended Country of next Settlement:

2A. Employment Details

Employer/Company Name:

**Address of the
Employer**

Door:

Street:

Locality:

Post Code:

VAT Registration No:

Employer Registration No:

Place of Work:

Contact Persons:

E-mail:

Telephone:

Mobile:

2B. Employment Details (Give details only if already in possession of an employment licence)

Employment Licence:

Validity of present Employment License:
From _____ To _____

2C. Employment Details

Expected Period of Employment: From _____ to _____

Job title :

Annual Gross Salary: up to €25,000
 €26,000- €75,000 €75,000 +

For official use only

ETC Reference number:

3. Declaration

- 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.

Signature of Applicant

- I hereby confirm that I am endorsing this application in so far as the offer of employment is concerned

Signature of Employer/Representative

4. Data Protection

All personal details are processed in a confidential manner and in accordance with the Data Protection Act, Chapter 440 of the Laws of Malta. The Data Controller is the Director for Citizenship and Expatriate Affairs.

Information furnished in this application form together with any biometric data that is required to be collected and any other subsequent information which may be provided by you at a later stage, are mandatory for processing the application for the purposes of issuing a Residence document. Such data as well as data concerning any decision taken on your application may be accessed by the Department for Citizenship and Expatriate Affairs, the Immigration Authorities, Police Authorities, the Ministry for Home Affairs and National Security and any other government department and/or public organisation that may be involved in the process of evaluating your application form, in line with Maltese law. This information may also be disclosed to other competent authorities in other EU member states if required, in line with Maltese legislation and applicable EU legislation

In the course of evaluating your application, the Department for Citizenship and Expatriate Affairs may also enquire information about you from other government departments, authorities or other organisations which may need to be taken in consideration to process your application form.

All details supplied by you (the applicant) are registered in a database regarding the processing of residence documents .

You have the right under the Data Protection Act to enquire about information that is being processed about you, and to request rectification of inaccurate data and the blocking or deletion of such personal data that has not been processed in accordance with the Act The national supervisory authority of Malta, the Office of the Information and Data Protection Commissioner [idpc.info@gov.mt] will hear claims concerning the protection of personal data.

Such requests to access personal data held by the Department are to be made in writing and have to be addressed to:

The Data Protection Officer
Department for Citizenship and Expatriate Affairs
Evans Building
St. Elmo Square
Valletta

Signature of Applicant

Signature of Employer / Representative

Date

5. Supporting Documents

- A valid travel document, and if already residing in Malta evidence of a valid visa or a valid residence permit or in the case of a non-visa national evidence that applicant is residing legally in Malta. If a person is residing outside Malta a photocopy of the bio page— page containing personal details— is to be submitted.
- For Regulated professions, a document attesting fulfilment of the conditions set out for the exercise by Union Citizens of the regulated profession specified in the contract of employment or statement containing the conditions of employment.
- Employment licence (if applicable)
- If residing in Malta, evidence of sickness insurance coverage for all risks.
- For information regarding further documentation required in connection with the application kindly refer to the ETC Employment Licences Unit Guidelines for Clients which is available at <http://etc.gov.mt/etc-portal/page/3/ELU-Guidelines.aspx>
- If applicant is still abroad three passport size photos are required. Kindly refer to the ICAO photographic guidelines. These guidelines can be found on the Ministry for Home Affairs and National Security website: <http://mhas.gov.mt/en/MHAS-Information/Services/Pages/Residence.aspx>

NOTE: Original documents will be returned to the applicant; Copies will be retained by the Department. The Department reserves the right to request any other additional document to process the application.

6. Notes to Applicants

- This application is to be submitted by persons who are not nationals of an EU Member State, Iceland, Liechtenstein Norway or Switzerland.
- Applications, when submitted whilst person is in Malta, will be accepted only if such person is covered by an authorization of stay in Malta.
- Such person is required to fill in the appropriate application form depending on the purpose for which the residence permit is requested:

Blue Card	CEA Form B
Employment	CEA Form C
Economic Self-sufficiency	CEA Form K
Study	CEA Form N
Long term resident	CEA Form L
Family Member	CEA Form G
International/National Protection	CEA Form I
<input type="checkbox"/> Other purposes:	CEA Form O

(Partner, Religious, Posted Worker, Working Holiday, Humanitarian Grounds, Health, Temporary)

Further information regarding the issue of residence permits in Malta is available on information leaflet CEA L8.

- Only one application for a residence permit for a specific purpose of stay will be considered at any one time.
- All required documents together with photocopies thereof should be enclosed with an application. English translation of documents are required, if applicable. All photocopies are to be provided by the applicant.
- 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.
- Application fee, if applicable, is to be paid in full upon application and is non refundable.