

Important information for foreign nationals from member states of the EU and members of their families

- **Certificate of right of residence under community law for EU citizens,**
- **Residence card for relatives of EU citizens,**
- **Long-term residence certificate/card after 5 years of continuous legal residence in Germany**

You are an EU citizen or a relative of an EU citizen and want to stay in Germany.

General information

Entry into Germany and registration at the registration office

An EU citizen does not need a visa to enter Germany. Relatives of the EU citizen who are not EU citizens need an entry visa to comply with the provisions of the Residence Act (Aufenthaltsgesetz).

Registration of a main or second home

You are moving from a town in Germany or from a foreign country to Frankfurt (Oder) and want to register your new home as your main home.

People who move to Frankfurt (Oder) from elsewhere in Germany or from a foreign country must register within two weeks of arrival.

In the case of a family, an adult member over the age of 18 can register on behalf of all the family members. The registration form only has to be signed by one of the persons moving in. When the registration form has been completed and signed, someone can be assigned to carry out the registration (with the ID card/passport of the person who must register). The person you have assigned must be able to supply the information necessary to carry out the registration properly. This applies in particular to information regarding income tax.

For persons aged 16 and under, registration is the responsibility of the person whose home the minor is moving into or out of.

For inland waterway crew members/sailors/soldiers with less than 2 years' service under similar service conditions, residence in places of accommodation and hospitals/homes must comply with the special provisions of state registration law.

Nurses and care workers who are also responsible for determining the place of residence of the person being nursed or cared for must also carry out the registration duties on their behalf.

Issue of certificate of right of residence under community law, residence card, long-term residence certificate/card by the immigration office when taking up residence in the main home

You require a certificate of right of residence under community law as an EU citizen or, as a relative of the EU citizen, a residence card if you are staying here longer than three months. After 5 years of continuous legal residence in Germany, as an EU citizen you will receive the long-term residence certificate or, as a relative of the EU citizen, a long-term residence card. The certificate of right of residence under community law or the residence card is issued ex officio, the long-term residence certificate/card on application, provided that you have fulfilled the legal provisions satisfactorily.

Documents required

At registration offices:

- Registration form filled in and signed (available from the citizens advice bureau)
- Identity card and/or passport
- All documents (e.g. child ID card, identity cards and passports) of relatives involved in the move and birth certificates for children
- Purpose of the stay e.g. study, gainful employment as an employee or self-employed

Stadt Frankfurt (Oder)
Amt für Öffentliche Ordnung / Bürgerbüro
Marktplatz 1
15230 Frankfurt (Oder)

At immigration offices (depending upon purpose of residence):

- Identity card or passport
- Registration form if necessary
- Document confirming notification of leaving an address in home country with official German translation (optional)
- Two up-to-date biometric passport photographs
- Tenancy agreement and, if required, approval of landlord (optional)
- Proof of a secure means of financial support (valid confirmation from the employer about pursuit of gainful employment + work contract + certificate of earnings, in the case of self-employment, business account, current confirmation of monthly personal income from accountant, pension notice, authorisation for grant and proof of financial means in accordance with § 4 Right of Freedom of Movement Law (FreizügG/EU) etc.)
- Registration of trade, partner contract, excerpt from companies register or similar
- Health insurance certificate
- Marriage certificate
- Proof of legal residence period of 5 years
- Excerpt from Federal Central Criminal Register (Bundeszentralregister), if required

Other documents on request

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Legal basis

Freedom of Movement Act (Freizügigkeitsgesetz)/EU, Residence Ordinance (AufenthV)

Fees

There is no charge for the certificate of right of residence under community law.

For a residence card and long-term residence card there is an issue fee of €28.80 for persons aged over 24, or €22.80 for persons aged under 24.

There is a charge of €8.00 for the issue of a certificate of long-term residence.