FORM EU3
Application for a Permanent Residence Card
For non-EEA national family member

This form is to be completed by each non-EEA national applying for a permanent residence card, having resided in the State for five years or more as the family member of a citizen of the European Union, Switzerland or an EEA Member State, under the European Communities (Free Movement of Persons) Regulations 2015.

- This form must be completed in BLOCK CAPITALS. Where indicated, please place a tick (✓) in the appropriate box.
- All sections must be completed as required. The declaration(s) in Section 6 must be signed. Incomplete applications cannot be processed and will be returned.
- Please note that certain documents are required to be submitted with this form. Please refer to the checklist in Section 5 of this form. All documents should be submitted as photocopies. No original documents should be submitted with this application. Original documents may be requested by this office during the course of your application.
- If you are presently unable to provide any of the information or details requested in any of the relevant sections, please explain the reasons in a letter and enclose it with this application form.
- A decision will be taken on the application no later than six months from the date of receipt of a fully completed application form with the relevant supporting documentation.
- While your application is being processed at this office, the onus is on you, the applicant, to advise this office of any change in circumstances (including change of residence or change in activities of EU citizen). You must submit new supporting documentation as appropriate.

### Section 1  Applicant Details

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<table>
<thead>
<tr>
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<tbody>
<tr>
<td><strong>1.1</strong> Surname / Family name <em>(as in passport)</em></td>
<td></td>
</tr>
<tr>
<td><strong>1.2</strong> Forename(s) <em>(as in passport)</em></td>
<td></td>
</tr>
<tr>
<td><strong>1.3</strong> Other name(s) <em>(maiden name, name at birth, any other names by which you are or have been known)</em></td>
<td></td>
</tr>
<tr>
<td><strong>1.4</strong> Date of Birth</td>
<td><strong>1.5</strong> Gender <em>(please tick)</em></td>
</tr>
<tr>
<td>Day / Month / Year</td>
<td>Male / Female</td>
</tr>
<tr>
<td><strong>1.6</strong> PPS Number</td>
<td></td>
</tr>
<tr>
<td><strong>1.7</strong> Nationality</td>
<td></td>
</tr>
<tr>
<td><strong>1.8</strong> Person ID Number <em>(if known)</em></td>
<td><strong>1.9</strong> Old Department Reference Number</td>
</tr>
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</tr>
<tr>
<td><strong>1.10</strong> Current Residential Address in Ireland</td>
<td></td>
</tr>
<tr>
<td><strong>1.11</strong> Contact Telephone Number</td>
<td></td>
</tr>
<tr>
<td><strong>1.12</strong> Email Address</td>
<td></td>
</tr>
</tbody>
</table>
1.13 Relationship to EU citizen (please tick)

☐ Spouse ☐ Partner ☐ Divorced/Annulled
☐ Parent ☐ Sibling ☐ Child

☐ Other family dependant

If "Other family dependant", please specify:

1.14 Passport Number

1.15 GNIB Registration Number

1.16 Status on arrival in the state (please tick)

☐ Asylum-seeker ☐ Student ☐ Family member of EU citizen
☐ Visitor ☐ Employment Permit or Green Card Permit ☐ Other

If "Other", please give details:

1.17 Date of arrival in the State

☐ Day ☐ Month ☐ Year

1.18 Have you ever been deported or removed from the State?

☐ Yes ☐ No

1.19 Have you been convicted of any criminal offence in the State or abroad?

☐ Yes ☐ No

(If "yes", please give details)

1.20 Are there any charges pending against you in the State or abroad?

☐ Yes ☐ No

(If "yes", please give details)

Section 1B Retention of Rights

This subsection is required where the applicant has been granted retention of a residence card (Form EU5) after divorce or annulment from the EU citizen or after the death of the EU citizen.

1.21 Applicant's current activity in the State (please tick)

☐ Employment ☐ Self-employment ☐ Residing with sufficient resources

1.22 Name of applicant's employer or business

1.23 Address of applicant's workplace or business

1.24 Email address of employer or business

1.25 Contact telephone number for applicant's employer or business

1.26 Date of commencement of activity

☐ Day ☐ Month ☐ Year

1.27 Details of applicant's financial resources

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Section 2 | Details of EU citizen of whom the applicant is a family member

2.1 Surname / Family name (as in passport)

2.2 Forename(s) (as in passport)

2.3 Other name(s) (maiden name, name at birth, any other names by which you are or have been known)

2.4 Nationality

2.5 Date of birth
   Day / Month / Year

2.6 Gender (please tick)

   Male   Female

2.7 PPS Number

2.8 Date of arrival in the State
   Day / Month / Year

2.9 Passport or National Identity Card Number

2.10 Identification type (please tick)

   Passport   National ID Card

2.11 Old Department Reference Number (if applicable)

   6 9 / / 

2.12 Contact Telephone Number

2.13 Email Address

2.14 Current residential address

Section 3 | Activities of the EU citizen in the State

3.1 Current or most recent activity (please tick)

   Employment   Self-employment   Study   Involuntary unemployment   Residing with sufficient resources

3.2 Name of employer, business, or college

3.3 Address of workplace, business or college

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### Details of activity

<table>
<thead>
<tr>
<th></th>
<th>Employment</th>
<th>Study</th>
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<tbody>
<tr>
<td></td>
<td>Self-employment</td>
<td>Residing with sufficient resources</td>
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<tr>
<td></td>
<td>Involuntary</td>
<td>Unemployment</td>
</tr>
</tbody>
</table>

**From**

- Day
- Month
- Year

**To**

- Day
- Month
- Year

**Previous activities of the EU citizen in the State in the last 5 years**

Please provide details of activities in the State for a continuous period of five years.

If you require additional space, please use Annex B, which can be found with this application form on the Immigration Service website at [http://www.inis.gov.ie](http://www.inis.gov.ie).

**NOTE:** For "Details of activity" in this section, please provide the following as applicable: name and address of workplace; name and address of business; address of college and course title; type of Social Welfare received; details of resources (e.g. pension).
### Section 4 Previous addresses in the State

In this section, please provide details of all previous addresses in the State for the applicant and the EU citizen in the last five years. If you require additional space, please use Annex A, which can be found with this application form on the Immigration Service website at [http://www.inis.gov.ie](http://www.inis.gov.ie).

<table>
<thead>
<tr>
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<th>Date residence ended</th>
<th>Residential status</th>
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<tr>
<td></td>
<td>Day/Month/Year</td>
<td>Day/Month/Year</td>
<td>Renting</td>
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</table>
Section 5 | Document Checklist

Please provide photocopies of the documents requested below. Identity documents and civil certificates should be photocopied in colour and photocopies should include all pages (including blank passport pages).

Evidence of identity

- Passport of applicant
- Two passport-size photos of applicant
- Passport or National Identity Card of EU citizen
- Two passport-size photos of EU citizen

Evidence of relationship of applicant to EU citizen

Please provide supporting documents relevant to your family relationship as per Section 1.13 of this form.

- Civil Marriage Certificate (For Spouse)
- Partnership Certificate (For Civil Partner)
- Birth Certificate(s) (for Child, Parent or Sibling)

For "Partner" or "Other family dependant", please specify supporting documents enclosed:

Evidence of activities in the State

Please provide supporting documents for economic activities. Documents should pertain to the EU citizen only, as per Section 3 of this form, except where Section 1B has been used.

(A) For each period of Employment
- Letter from employer setting out terms and conditions of employment or signed contract of employment
- P60s or equivalent for the last five years (or as applicable)

(B) For each period of Self-employment
- Agreed Tax Assessment from the Revenue Commissioner for each applicable financial year
- VAT3 receipts (if applicable)
- Bank statements of the business for a six-month period, and corresponding invoices or receipts issued

(C) For each period of Study
- Letter from college/course provider including course description, start date and completion date
- Letter from private medical insurance provider showing comprehensive sickness insurance
- Bank statements and other evidence of financial resources

(D) For each period of Involuntary Unemployment
- Letter from Department of Employment Affairs and Social Protection with details of benefit claims
- Letter from Employment Services Office (or FÁS) acknowledging registration as a jobseeker
- Letter from prior employer outlining circumstances of redundancy
- P60s for prior two years of employment

(E) For each period while Residing with sufficient resources
- Evidence of financial resources and corresponding bank statements
- Letter from Department of Employment Affairs & Social Protection with details of benefit claims or confirmation of no claims
- Letter from private medical insurance provider showing comprehensive sickness insurance

Evidence of residence of applicant and EU citizen in the State for a continuous period of 5 years

For each residential address while Renting
- Letter from landlord/agency, tenancy agreement, or letters of Registration from Private Residential Tenancies Board
- Utility bills in the names of both the applicant and the EU citizen for each year of residence

For each residential address as the Home-owner
- Letter from mortgage provider, local authority or County Council
- Title or deeds as applicable
- Utility bills in the names of both the applicant and the EU citizen for each year of residence

Evidence of cessation of employment or self-employment of the EU citizen (if applicable)

- Documentary evidence of cessation of employment or self-employment, outlining the circumstances of cessation
- Documentary evidence of receipt of a state pension (contributory or non-contributory), or an allowance, benefit or supplement with respect to a disability, injury or illness

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Section 6  Declarations

Applicant

This declaration should be signed and dated by the applicant or by the parent or guardian of an applicant under the age of 18.

I hereby apply for a permanent residence card for myself. The information I have given is complete and is true to the best of my knowledge. I also declare that the photographs submitted with this form are a true likeness of me. I confirm that if, before my application is decided, there is a material change in my circumstances or new information relevant to this application becomes available, I will inform the EU Treaty Rights Division of the Department of Justice in writing immediately. I understand that any false or misleading information or fraudulent supporting documentation submitted will result in the refusal of this application.

I understand that, under Section 8 of the Immigration Act 2003 and Regulation 26 of the European Communities (Free Movement of Persons) Regulations 2015, the data in this application may be disclosed to other Irish Government Departments as well as to public authorities of the Member States of the European Union and European Economic Area (EEA) for purposes connected to this application. I acknowledge that the EU Treaty Rights Division may make enquiries to confirm any of the details or documents provided by me in this application, including my participation in an interview process.

I am aware that a person who asserts an entitlement to any rights on the basis of information which he or she knows to be false or misleading in a material particular shall be guilty of an offence and shall be liable, on summary conviction or conviction on indictment, to a fine or term of imprisonment, or both, as set out in Regulation 30 of the European Communities (Free Movement of Persons) Regulations 2015.

Signed by applicant

Date

Day  /  Month  /  Year

EU Citizen

This declaration should be signed and dated by the European Union, EEA or Swiss citizen.

The information given in this form is complete and is true to the best of my knowledge. I also declare that the photographs submitted with this form are of a true likeness of me. I confirm that if, before the application is decided, there is a material change in my circumstances or new information relevant to this application becomes available, I will inform the EU Treaty Rights Division of the Department of Justice in writing immediately. I understand that any false or misleading information or fraudulent supporting documentation submitted will result in the refusal of this application.

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Signed by European Union, EEA or Swiss Citizen

Date

Day  /  Month  /  Year

Submission of incomplete forms or failure to submit all requested documentation will result in the automatic return of your application. All documents submitted with this application should be photocopies.

Please return completed forms and documents to:

EU Treaty Rights Division
Immigration Service Delivery
Department of Justice
13/14 Burgh Quay
Dublin 2, D02 XK70
1. The data you provide in this form is the Immigration Service Delivery (ISD), a part of the Department of Justice. The data controller you provide is the Department of Justice. The data controller's contact details are: Division, Immigration Service Delivery, Department of Justice, 13 – 14 Burgundy Street, X07 019.

2. You can contact the Data Protection Officer of Justice by writing to: The Data Protection Officer, the Department of Justice's Green, Dublin 2, D02 HK52 or by email – dataprotectioncompliance@justice.gov.ie.

3. We will use the personal data you provide for the following purposes:
   - Assessing your entitlement to rest or family member of the EEA National named in your application.
   - We may also use the personal data in them and in associated correspondence as part of any future considerations regarding citizenship status.

4. We collect and process this data in one or more legal obligations or to perform tasks in the public interest. The specific basis for doing this data is as follows:
   - Directive 2004/38/EC
   - Regulation 26 of the EC (Free Movement of People Regulations 2015, and
   - Section 8 of the Immigration Act, 2009.

5. The personal data provided here will be used for ISD databases and the Garda National Immigration Bureau's database if necessary, with the following third parties:
   - Government Departments and agencies,
   - An Garda Síochána,
   - EEA Competent authorities,
   - EEA police forces.
   - Individuals with your consent or landlord.
   - Service providers of the Department, for example data handling and storage providers, producer of Residence Permit.

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6. The personal data you provide in this form is necessary for us to determine if you meet the criteria for a residence card as the family member of the EEA National named by you. If this data is not provided, your application cannot be processed.

7. This data may be retained until ISD can be sure that you will have no further contact with the immigration services. This may be an indeterminate period as your immigration history in the State may span a full lifetime. It will be referred thereafter to the Director of National Archives for appraisal under the National Archives Act 1986.

8. Both you and the EEA National have the right to request access to, and a copy of any personal data pertaining to you or them that we process. You can do this by filling in a Subject Access Request form, available at www.justice.ie, and sending it to dataprotectioncompliance@justice.ie. You may be required to verify your identity before we send the information to you.

9. You or the EEA National have the right to request us to rectify any errors in your data or to erase your data, as well as to seek a restriction of the processing of your data or to object to the processing of your data in certain circumstances. To do this you or the EEA National should write to EU Treaty Rights Division, Immigration Service Delivery, Department of Justice, 13 – 14 Burgh Quay, Dublin 2, D02 XK70 explaining what errors need to be rectified or erased or your reasons for seeking the restriction of, or objecting to, the processing.

10. You or the EEA National have a right to lodge a complaint with the Data Protection Commission if you believe your personal data is being processed by us unlawfully. Information about how to make a complaint can be found on www.dataprotection.ie.

I acknowledge that I have read and understood the information outlined above, which relates to my data protection rights.

Name (Applicant) ______________________
Signature (Applicant) ______________________ Date ______________________

Name of Parent/Guardian of applicant aged under 18 years ______________________
Signature of Parent/Guardian ______________________ Date ______________________

Name (EEA Citizen) ______________________
Signature (EEA Citizen) ______________________ Date ______________________