



An Roinn Dlí agus Cirt
Department of Justice

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

1.1 Surname / Family name (*as in passport*)

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1.2 Forename(s) (*as in passport*)

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

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1.4 Date of Birth

		/						/					
Day			Month		Year								

1.5 Gender (*please tick*)

<input type="checkbox"/>	<input type="checkbox"/>
Male	Female

1.6 PPS Number

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1.7 Nationality

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1.8 Person ID Number (*if known*)

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1.9 Old Department Reference Number

6	9	/								
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1.10 Current Residential Address in Ireland

1.11 Contact Telephone Number

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1.12 Email Address

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1.13 Relationship to EU citizen (please tick)

Spouse
 Partner
 Divorced/Annulled
 Other family dependant
 Parent
 Sibling
 Child

If "Other family dependant", please specify:

1.14 Passport Number

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1.15 GNIB Registration Number

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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

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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

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1.26 Date of commencement of activity

Day		Month		Year			

1.27 Details of applicant's financial resources

3.4 Email address of employer, business or college

3.5 Contact telephone number for employer, business or college

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3.6 Date of commencement of activity

Day		Month		Year			

3.7 Details of sufficient resources or social welfare (if applicable)

3.8 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>.

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).

Details of activity

<input type="checkbox"/> Employment	<input type="checkbox"/> Study
<input type="checkbox"/> Self-employment	<input type="checkbox"/> Residing with sufficient resources
<input type="checkbox"/> Involuntary Unemployment	
From	
To	
Day	Month Year

Details of activity

<input type="checkbox"/> Employment	<input type="checkbox"/> Study
<input type="checkbox"/> Self-employment	<input type="checkbox"/> Residing with sufficient resources
<input type="checkbox"/> Involuntary Unemployment	
From	
To	
Day	Month Year

Details of activity

<input type="checkbox"/> Employment	<input type="checkbox"/> Study
<input type="checkbox"/> Self-employment	<input type="checkbox"/> Residing with sufficient resources
<input type="checkbox"/> Involuntary Unemployment	
From	
To	
Day	Month Year

Details of activity

<input type="checkbox"/> Employment	<input type="checkbox"/> Study
<input type="checkbox"/> Self-employment	<input type="checkbox"/> Residing with sufficient resources
<input type="checkbox"/> Involuntary Unemployment	
From	
To	
Day	Month Year

If seeking entitlement to permanent residence after cessation of employment or self-employment

3.9 Reason for cessation of employment or self-employment (please tick)

Retired Permanently incapacitated Occupational illness Other

3.10 Date of cessation

/ /
 Day Month Year

If reason is "Other", please specify:

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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>.

Address

Date residence began

/ /
 Day Month Year

Date residence ended

/ /
 Day Month Year

Residential status

Owning Renting

Address

Date residence began

/ /
 Day Month Year

Date residence ended

/ /
 Day Month Year

Residential status

Owning Renting

Address

Date residence began

/ /
 Day Month Year

Date residence ended

/ /
 Day Month Year

Residential status

Owning Renting

Address

Date residence began

/ /
 Day Month Year

Date residence ended

/ /
 Day Month Year

Residential status

Owning Renting

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

- | | |
|----------------------------------------------------------------|---------------------------------------------------------------------------|
| <input type="checkbox"/> Passport of applicant | <input type="checkbox"/> Passport or National Identity Card of EU citizen |
| <input type="checkbox"/> Two passport-size photos of applicant | <input type="checkbox"/> 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.

- | | | |
|----------------------------------------------------------------------------|--------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|
| <input type="checkbox"/> Civil Marriage Certificate
<i>(For Spouse)</i> | <input type="checkbox"/> Partnership Certificate
<i>(For Civil Partner)</i> | <input type="checkbox"/> Birth Certificate(s)
<i>(for Child, Parent or Sibling)</i> |
|----------------------------------------------------------------------------|--------------------------------------------------------------------------------|----------------------------------------------------------------------------------------|

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

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

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Date

		/			/				
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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.

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 European Union, EEA or Swiss Citizen

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Date

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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
Department of Justice. The data co
The data controller's contact details
Department of Justice, 13 – 14 Burg

2. You can contact the Data Protection
Protection Officer, the Department o
– dataprotectioncompliance@justice

3. We will use the personal data you pr
 - Assessing your entitlement to res
your application.
 - We may also use the personal da
of any future considerations rega

4. We collect and process this data in o
public interest. The specific basis for
 - Directive 2004/38/EC
 - Regulation 26 of the EC (Free Mo
 - Section 8 of the Immigration Act,

5. The personal data provided here will
National Immigration Bureau's databe
parties:
 - Government Departments an
 - An Garda Síochána,
 - EEA Competent authorities,
 - EEA police forces.
 - Individuals with your consent
 - Service providers of the Depa
providers, producer of Reside

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 _____