



## Application for immigration permission for a de facto partner

### Who is this form for?

- This form is to be completed by the De Facto partner applying for permission to remain in the State on the basis of **De Facto Partnership with an Irish National or legal resident in Ireland on a Stamp 1, 4 or 5 (the Sponsor)**, as set out in **Policy Document on Non-EEA Family Reunification** available at INIS website: [www.inis.gov.ie](http://www.inis.gov.ie)
- This form should be completed by a person who is unable to register with the Garda National Immigration Bureau as the de facto partner of an Irish National or legal resident on stamp 1,4 or 5.
- Do not complete this form if applying for residence under EU Treaty Rights. Please check the INIS website for the appropriate EU form: [www.inis.gov.ie](http://www.inis.gov.ie)

### How to complete this form:

- Please complete this form in CAPITAL letters and place a tick in the relevant box
- You must complete all sections of this form fully. The three Statutory Declarations in **Section 8** must be signed before a relevant authority. Incomplete applications cannot be processed and will be returned.
- You must submit photocopies of supporting documents for each individual application
- You must complete the checklist for each individual application
- To be eligible for De Facto Partnership Immigration Permission, you must meet the following criteria:
  1. The Applicant and the Sponsor must be in the State when the application is made.
  2. The Applicant must be legal in the State.
  3. The Applicant and the Sponsor must be cohabiting together for at least 2 years prior to submitting the application.

- Please note that certain documents are required to be submitted with this form. Please refer to the checklist in **Section 9**. Please submit photocopies of documents unless otherwise requested as it is not possible to return any documentation that is submitted with your application. Do not submit folders, bound documents or photograph albums.
- 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 **Section 7** of 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 together with the relevant supporting documentation.
- While your application is being processed the onus is on you, the applicant, to advise this office of any change in your circumstances (including change of residence or change in activities of the Sponsor). You must submit new supporting documentation as appropriate.
- Do not submit the application form without ensuring that you are eligible for the scheme.
- Do not submit the application without properly completing the Statutory Declarations and enclosing all of the required documentation specified below in the document checklist. If documents are missing or if the form is not fully completed, your application may be refused.

### **Where to send your completed application form**

- You must send your completed application form and supporting documents to the address below

**De Facto Relationship Application  
Domestic Residence & Permissions Division  
Immigration Service Delivery  
PO Box 12695  
Dublin 2  
D02 XK70**

- We recommend you send your application by Registered Post
- Registered Post can be tracked on the An Post website [www.anpost.ie](http://www.anpost.ie)

## Data Privacy Notice

The Domestic Residence and Permissions Division (DRP), Immigration Service Delivery (a part of the Department of Justice) will treat all information and personal data that you provide as confidential, in accordance with the EU General Data Protection Regulation and the Data Protection Act, 2018. Information provided to the Department of Justice will only be shared with other approved organisations in accordance with appropriate legislation.

The full text of the Privacy Notice for Immigration Service Delivery can be found on our website at <https://www.irishimmigration.ie/privacy-policy-and-cookies/>

The full text of DJE's Data Protection Policy can be found at:

[http://www.justice.ie/en/JELR/Pages/Data\\_Protection/](http://www.justice.ie/en/JELR/Pages/Data_Protection/)

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

I confirm that the information provided in the form below is true to the best of my knowledge

Name \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

Name of Parent/Guardian of applicant aged under 18 years: \_\_\_\_\_

Signature of Parent/Guardian \_\_\_\_\_

Date \_\_\_\_\_



**1.15 Old Department Reference Number (if applicable)**

6	9										
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**1.16 GNIB Registration Number(if applicable)**

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## Section 1 A      Passport or travel document details

In this section you will need to provide details about your passport, or other travel document.

**1.9 Document number**

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**1.13 Date of issue**

D	D	/	M	M	/	Y	Y	Y	Y
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**1.13 Date of expiry**

D	D	/	M	M	/	Y	Y	Y	Y
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## Section 2      Relationship History

**2.1 Date and Place of Meeting**

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**2.2 Date of Commencement of Relationship**

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**2.3 Date of Commencement of Cohabitation**

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**2.4 Relationship history and future plans, e.g. marriage.**


**Section 3 Applicant's immigration history**

**1.13 Date of arrival in the State**

D	D	/	M	M	/	Y	Y	Y	Y
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**3.2 Place of arrival in the State**

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**3.3 Status on arrival in the state (✓)**

- |   |  |
|---|--|
| <input type="checkbox"/> Asylum-seeker                                      | <input type="checkbox"/> Visitor / (C-Visitor Visa)      |
| <input type="checkbox"/> Student  | <input type="checkbox"/> Employment Permit or Green Card |
| <input type="checkbox"/> De Facto Partner of Irish National / (D-Join Visa) | <input type="checkbox"/> Permit                          |
|   | <input type="checkbox"/> Other                           |

If "Other", please give details:

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**3.4 Have you previously resided in the State?**  Yes  No

(If "yes", please give details)


**3.5 Have you ever been convicted of any criminal offence in the State or abroad?**  Yes  No

(If "yes", please give details)




**4.9 Country of Birth**

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**4.10 Date of arrival in the State (if applicable)**

Day				Month				Year											

**4.11 Passport Number**

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**4.12 Present Nationality**

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**4.13 Department Reference Number (if applicable)**

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**4.14 Contact Telephone Number**

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**4.15 Email Address**

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**Section 5 Current activity of partner in the State**

**5.1 Type of activity (✓)**

- (A) Employment
- (B) Self-employment
- (C) Study
- (D) Involuntary unemployment
- (E) Residing with sufficient resources

Please fill out Parts (A - E) below as applicable to the current activity of the Partner (Sponsor) in the State.

**NOTE:** it is important to provide accurate contact details for employer/college as they may be contacted to verify the information provided.

**(A) Employment (or vocational training)**

**5.2 Name of employer**

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**5.3 Employer's contact telephone number**

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**5.4 Number of hours worked each week**

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**5.5 Employer's email address**

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**5.6 Address of workplace**









## Section 8

## Statutory declarations

### Statutory Declaration: Applicant

#### To be signed before a solicitor, commissioner of oaths or peace commissioner

I hereby apply for residence permission for myself. I make the following declaration under the Statutory Declaration Act 1938.

The information I have given is complete and is true to the best of my knowledge. 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 De facto Partnership Unit of the Department of Justice and Equality 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 a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under Section 6 of the Statutory Declarations Act 1938 and shall be liable on summary conviction to a fine or, at the discretion of the court, to imprisonment.

I understand that, under Section 8 of the Immigration Act 2003 the data in this application may be disclosed to other Irish Government Departments, Government Agencies and/or An Garda Síochána for purposes connected with this or any other application. I consent to INIS making enquiries to confirm any of the details or documents provided by me in this application, including my participation in an interview process.

Applicant Signature

Date

<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Day

Month

Year

Declared before me \_\_\_\_\_ [name in capitals] a [solicitor] [notary public] [commissioner for oaths] [peace commissioner] to take and receive statutory declarations by

name

Applicant

[who is personally known to me]  
or

[whose identity has been established to me before the taking of this Declaration by the production to me of passports

Applicant passport No. \_\_\_\_\_ Date of issue \_\_\_\_\_ Issuing Authority \_\_\_\_\_

Signed by [solicitor] [notary public]  
[commissioner for oaths] [peace commissioner]

Date

<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Day

Month

Year

Stamped by relevant Authority  
[solicitor] [notary public] [commissioner  
[peace commissioner]

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for oaths]

**Statutory declaration: Partner (Sponsor)**

**To be signed before a solicitor, commissioner of oaths or peace commissioner**

The information given in this form is complete and is true to the best of my knowledge. 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 DeFacto Partnership Unit of the Department of Justice and Equality 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 a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under Section 6 of the Statutory Declarations Act 1938 and shall be liable on summary conviction to a fine or, at the discretion of the court, to imprisonment.

I understand that, under Section 8 of the Immigration Act 2003 the data in this application may be disclosed to other Irish Government Departments, Government Agencies and/or An Garda Síochána for purposes connected with this or any other application. I consent to INIS making enquiries to confirm any of the details or documents provided by me in this application, including my participation in an interview process.

Signature of Sponsor

Date

<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Day			Month			Year			

by Declared before me \_\_\_\_\_ [name in capitals] a [solicitor]  
[notary public] [commissioner for oaths] [peace commissioner] to take and receive statutory  
declarations

Name of Sponsor

[who is personally known to me]

or

[whose identity has been established to me before the taking of this Declaration by the  
production to me of passports

Sponsor passport No. \_\_\_\_\_ Date of issue \_\_\_\_\_ issuing  
Authority \_\_\_\_\_

Signed by [solicitor] [notary public]  
[commissioner for oaths] [peace commissioner]

Date

<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Day

Month

Year

Stamped by relevant Authority  
[solicitor] [notary public]  
[commissioner for oaths] [peace  
commissioner]

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**Statutory declaration: Supporting witness**

**To be signed before a solicitor, commissioner of oaths or peace commissioner**

Name

Address

Applicant's name

1. How long have you known this  person

Name of Applicant's  partner

2. How long have you known this  person

3. State how you know the applicant and the applicant's partner and indicate how often you have been in contact with them



4. State whether you believe the relationship of the applicant and his/her partner to be genuine and continuing, and give your reasons for your belief.

5. State any reasons you wish to add in support of the application.

I declare that the information I have given is complete and is true to the best of my knowledge. I understand that any false or misleading information or fraudulent supporting documentation submitted will result in the refusal of this application.

I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under Section 6 of the Statutory Declarations Act 1938 and shall be liable on summary conviction to a fine or, at the discretion of the court, to imprisonment.

Signature of Supporting Witness

Date

		/			/				
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Day

Month

Year

Declared before me \_\_\_\_\_ [name in capitals] a [solicitor] [notary public] [commissioner for oaths] [peace commissioner] to take and receive statutory declarations

Name of Supporting  Witness

[who is personally known to me]

or  
[whose identity has been established to me before the taking of this Declaration by the production to me of passports

Witness passport No. \_\_\_\_\_ Date of issue \_\_\_\_\_ issuing Authority

\_\_\_\_\_

Signed by [solicitor] [notary public]  
[commissioner for oaths] [peace commissioner]

Date

/  /

Day Month Year

Stamped by relevant Authority  
[solicitor] [notary public]  
[commissioner for oaths] [peace

commissioner]

## Section 9

## Document checklist

In this section you will need to provide a list of which supporting documents you have supplied. Please provide **photocopies** of the documents requested below. It is advisable to send your application form and documentation by **registered post**

Document description	Tick if you have submitted	Number of pages
<b>Identity documents</b>		
Passport of the applicant		
Passport of the sponsor		
<b>Evidence of relationship of applicant with Sponsor (please provide supporting evidence of your relationship, i.e, A history of the relationship when the partners met and when the relationship began</b>		
Evidence of cohabitation of 2 years or more (in Ireland or another country)		
Evidence of financial inter-dependence, i.e Joint accounts, Joint purchases)		
Financial Statements covering the previous 6 months		
Evidence of contact, i.e letters, emails, facebook etc		
Detailed relationship history incl time spent together i.e photographs, air tickets, etc		
<b>Evidence of residence in the State</b>		
<b>If renting:</b> Letter from landlord/agency, rental contract, rent book or tenancy agreement (dated)		
Letters of Registration of Tenancy from the Residential Tenancies Board(dated)		
Utility bills in the names of both the applicant and the Sponsor (dated)		
Proof of rent paid, e.g bank statements (dated)		
<b>If Home-Owning:</b> Letter from mortgage provider, local authority or County Council (dated)		
Title or deeds (as applicable)		

Utility bills in the names of both the applicant and the Sponsor, also bank statements showing mortgage payments (dated)		
<b>If other please state, e.g Living with family member</b>		
<b>Evidence of current activity of Sponsor in the State</b>		
Please provide supporting documents for the current activity as per Section 5, Parts (A – E)		
<b>(A)Employment</b>		
Current letter from employer setting out terms, conditions and hours of employment and/or signed contract of employment		
Two recent payslips and previous 3 years P60's		
Bank statements for you and your partner for the last six months		
<b>(B)Self employment</b>		
Agreed Tax Assessment from the Revenue Commissioner for the last financial year (if applicable) or Letter of Registration for Self-Assessment (Income Tax) from the Revenue Commissioners		
Bank Statements of the business for the last six months		
Bank Statements and /or other evidence of financial resources		
<b>(C)Study</b>		
Letter from college/course provider including course description, start date and completion date		
Evidence of Private Medical Insurance (for sponsor and applicant)		
Bank statements and/or other evidence of financial resources		
<b>(D)Involuntary unemployment</b>		
Letter from Department of Social Protection with details of benefit claims		
Letter from Employment Services Office acknowledging registration as a jobseeker		
Letter from previous employer outlining circumstances of end of employment		
P60's for prior two years of employment and P45 from last employment		
<b>(E)Residing with sufficient resources</b>		
Evidence of financial resources and corresponding bank statements(minimum 6 months)		
Letter from Department of Social Protection with details of any benefit claims(or stating that there are no claims)		

Evidence of Private Medical Insurance (for Sponsor and Applicant)		
<b>(F)Criminal convictions</b>		
A Police Clearance Certificate is required from any Country you resided in over the last 5 years. The Certificate must be no more than 6 months old at time of application.		

**Submission of incomplete forms or failure to submit all requested documentation will result in the automatic return of your application. Please ensure that all documents submitted have your name address and date included.**

Please return completed forms and documents to:

**De Facto Partnerships  
Residence Division – Unit 5  
Irish Naturalisation and Immigration Service  
PO Box 12695  
Dublin 2**