

EUROPEAN
JOB DAYS

Work in Italy

Angraphic residence for non-EU citizens



Work in Italy for: Non-EU nationals



General information to enter/stay in Italy



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Angraphic residence for non-EU citizens



General information to enter/stay in Italy

Angraphic residence

For non-EU citizens

- All foreign citizens not belonging to the European Union with a regular residence permit are obliged to apply for registration in the registry office of the Municipality.
- Registration in the office of the Municipality is not necessary for diplomatic and consular personnel.
- **Attention:** The Identity Card, paper or electronic, issued by the Municipality of residence is not valid for expatriation and, therefore, to circulate in the Schengen Area you need a passport, otherwise you risk expulsion. The new electronic Identity Card is valid for expatriation only for those who have acquired Italian citizenship: the validity or not for expatriation is, in any case, indicated on the document.

Angraphic residence

For non-EU citizens

- The Registry Officer makes the registrations following the presentation of the declaration and then proceeds to ascertain the existence of the requisites envisaged. The legal effects of the registry entries start from the date of presentation of the declaration.
- In case of false declarations, the judicial authority will be informed. Anyone who falsely declares a public official faces forfeiture of benefits and criminal penalties.
- In case of negative results of the investigations, the Registry Office notifies the interruption of the procedure.
- The interested party can reopen the practice by presenting memories or documents useful for its conclusion.

Angraphic residence

For non-EU citizens

- **Registration Requirements**

- Citizens from non-EU countries must complete the registration form and submit:
 - original entry visa and photocopy (only for those coming from abroad)
 - original tax code and photocopy
 - original and photocopy residence permit
 - an identity document as appropriate:
 - for those coming from abroad: passport
 - for those who are already registered in an Italian municipality: original identity card and photocopy

Angraphic residence

For non-EU citizens

- In case of incompleteness of the data on the identity document, it is necessary to present a consular declaration with complete personal data, issued by your Consulate or Embassy.
- The declaration must be legalized by the Prefecture, unless the country of origin is exempt from the obligation of legalization based on the 1961 Hague Convention.

Angraphic residence

For non-EU citizens

- **Family ties**
- To record the ties of kinship between family members or communicate a change in personal data (e.g. register the marriage that took place abroad) it is necessary to produce:
 - ❑ *the original documentation of the country of origin, translated and legalized by the competent Italian Consulate for the territory*
 - or
 - ❑ *a consular declaration issued by your Consulate or Embassy, legalized by the Prefecture of Milan (for the list of countries exempt from legalization, refer to the Conv. Aja 1961).*

Angraphic residence

For non-EU citizens

- Being registered with the *Anagrafe* is fundamental for several administrative formalities, such as issuing a driving licence and enrolment in the *Servizio Sanitario Nazionale* (*National Health Service*).
- ■ All personal data (name, surname, place and date of birth, citizenship) indicated in your passport must match exactly the data in your residence permit.
- ■ Any registration, change or deletion at the *Anagrafe* will be officially communicated to the local *Questura* (*Provincial Police Headquarters*) which has territorial jurisdiction.

Anagraphic residence

For non-EU citizens

- If you are not registered with the *Anagrafe* you must communicate any changes of address to the local *Questura*, which has territorial jurisdiction, within 15 days.
- ■ You must then declare your place of residence (also when changing place of residence or address) to the Tax Department of the *Comune of your residence for the solid waste disposal tax*. You will be given the relevant form to fill in at the counter of the *Anagrafe*.
- ■ If you have been living in a reception centre for more than 3 months and have relevant documentary evidence, the reception centre is considered to be your habitual abode.



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CHAT EURES: EURES Advisers can be contacted through EURES portal

<https://ec.europa.eu/eures>, by accessing to the CHAT service.

For Italy, the service is available every Friday (except public holidays) from 10:30 to 12:30 (CET).

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