

## APPLICATION FOR A PERMANENT RESIDENCE PERMIT

Kindly prepare your application in detail and remember to sign it.

An incomplete application may result in delays in its processing or in the application being denied.

### For whom is the application form?

The form is intended for an individual who has resided in Iceland for four (4) years with a residence permit that may be the basis of a permanent residence permit. You may have a right to a permanent residence permit after a shorter stay than four (4) years or without the requirement on an earlier stay being met. See further the website of the Directorate of Immigration.

### Rights

- You have the right to a permanent stay in Iceland.
- You don't need a work permit.
- You can apply for a family reunification.
- You may stay abroad for up to 18 months over a four (4) year period without permit becoming invalid. A stay abroad may affect an application for Icelandic citizenship.

### What documents must accompany the application?

See further the information regarding data requirements on the website of the Directorate of Immigration.

- Photocopy of the passport (signature page).
- Documents of support.
- Confirmed copies of recent years' tax-return forms, i.e. in accordance with the time requirements that apply to the applicant.
- Certificate on an Icelandic-language course, assessment test or a request for an exception and documents supporting that request.

### How is an application submitted?

An application may be submitted at the reception desk of the Directorate of Immigration or at offices of district commissioner outside of the Reykjavík Capital Area.

### Information about the processing fee

A fee must be paid for the processing of the application for a residence permit. The application will not be processed until payment has been received. If payment is not received within 90 days after the application has been submitted, the application will be returned to the applicant. Applicants wishing to re-apply must submit new applications and payment of the processing fee. Further information about the processing fee is contained in part 11 of the application form and also on the website of the Directorate of Immigration.

### Objectives regarding time of procedure and process

The Directorate of Immigration expedites as possible its processing of applications in accordance with the Administrative Procedures Act no. 37/1993. If the applicant provides all the required information in the application form and submits satisfactory accompanying documents with the application, the processing of the application will take less time.

The processing time of residence permits may be as long as 90 days after satisfactory data have been received, however, longer in instances of applications needing more effort in order to determine whether an applicant meets the requirements of a residence permit.

### The Directorate of Immigration contacts the applicant or his/her representative if further documents are needed for processing the application.

Please note that the reception-desk personnel of the Directorate of Immigration do not assess applications or accompanying documents.

### Further information

Further information can be found on the website of the Directorate of Immigration ([www.utl.is](http://www.utl.is)).

### To be filled out by the Directorate of Immigration

Er umsóknin undirrituð af umsækjanda?	<input type="checkbox"/> Já	<input type="checkbox"/> Nei
Er umsóknin í frumriti?	<input type="checkbox"/> Já	<input type="checkbox"/> Nei
Hafa allar umbeðnar upplýsingar verið veittar (þ.m.t. heimilisfang, netfang og símanúmer)?	<input type="checkbox"/> Já	<input type="checkbox"/> Nei
Fylgir ljósrit af persónusíðu og rithandarsýnishorni vegabréfs?	<input type="checkbox"/> Já	<input type="checkbox"/> Nei
Fylgir vottorð um íslenskunámskeið, stöðupróf eða undanþágubeiðni?	<input type="checkbox"/> Já	<input type="checkbox"/> Nei

## 1. The applicant

Given name			
Surname			
Former names (if applicable)			
Date of birth (dd.mm.yy.)			
<b>Gender</b>	<b>Marital status</b>		
Male <input type="checkbox"/>	Cohabitation <input type="checkbox"/>	Widow/widower <input type="checkbox"/>	
Female <input type="checkbox"/>	Unmarried <input type="checkbox"/>	Separated <input type="checkbox"/>	
	Married <input type="checkbox"/>	Divorced <input type="checkbox"/>	
Place of birth (city)			
Country of birth			
Current nationality/nationalities			
Former nationality (if applicable)			
Are both or one of your parents Icelandic citizens?	Both <input type="checkbox"/>	One <input type="checkbox"/>	Neither <input type="checkbox"/>

### Address, email and telephone numbers in Iceland

The information will be used to contact the applicant; hence it is important that the information is correct. If the information changes during the processing of the application you are requested to immediately notify the Directorate of Immigration of this using the email: utl@utl.is After a permit has been issued any changes of address must be reported to Registers Iceland.

Address			
Postal code and city			
Telephone number			
Email address			

## 2. Passport

Please note that a valid passport is required.

Passport number			
Other travel documentation, state which			
Country in which the passport is issued			
Issued by			
Date of issue (dd.mm.yy.)			
Date of expiry (dd.mm.yy.)			

I do not have a valid passport (Why not? Kindly explain in **part 9** of this form).

## 3. Residence abroad

State information about all your travels abroad over the last four (4) years, from the date the application is submitted (additional information may be given in Part 9 of the form). A permit holder may not have stayed abroad for more than three (3) months per every 12-month period during the validity of the permit; otherwise the permit may be rescinded (cancelled) or withdrawn.

	Country and purpose of stay	Date from (dd.mm.yy.)	Date to (dd.mm.yy.)
1.			
2.			
3.			
4.			
5.			

#### 4. Spouse/cohabiting partner

Permanent residence permit grants the right to family reunification.

##### Spouse or cohabiting partner

I don't have a spouse or cohabiting partner

Given name

Surname

Former names (if applicable)

Birth date (dd.mm.yy.)

Place of birth

Country of birth

Nationality

Date of marriage (dd.mm.yy.)

Date of the registration of cohabitation (dd.mm.yy.)

##### Further information about spouse or cohabiting partner

A spouse intending to apply for a residence permit in Iceland must submit his/her own application.

My spouse/cohabiting partner  Is in Iceland  Intends to apply for an Icelandic residence permit  Does not intend to move to Iceland

#### 5. Applicant's children

Permanent residence permit grants the right to family reunification for applicant's children under the age of 18. If applying for children an application for each child needs to be submitted. State information about children who reside both in Iceland and abroad.

I do not have children

	Given name	Surname	Date of birth (dd.mm.yy.)	Nationality	Gender		Is the child in Iceland?	
					Female	Male	Yes	No
1.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6.					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

#### 6. Applicant's parents

Permanent residence permit grants the right to family reunification for applicant's parents who are 67 years of age or older.

##### Applicant's father

Given name

Surname

Former name (if applicable)

Date of birth (dd.mm.yy.)

Date of death (dd.mm.yy.), (if applicable)

Nationality

Address

Postal code and city

Country

**Applicant's mother**

Given name	
Surname	
Former name (if applicable)	
Date of birth (dd.mm.yy.)	
Date of death (dd.mm.yy.), (if applicable)	
Nationality	
Address	
Postal code and city	
Country	

**7. Language skills and education**
**Language skills**

Native language	
Other languages	

**Education level**

Please check all the applicable boxes, however, only stating education that is completed.

<input type="checkbox"/>	None or less than primary school	
<input type="checkbox"/>	Primary school	- Year of graduation: <input type="text"/>
<input type="checkbox"/>	Secondary school	- Year of graduation: <input type="text"/>
<input type="checkbox"/>	Secondary school, additional levels	- Year of graduation: <input type="text"/>
<input type="checkbox"/>	University, less than BA/BS degree	- Year of graduation: <input type="text"/>
<input type="checkbox"/>	University, BA/BS degree	- Year of graduation: <input type="text"/>
<input type="checkbox"/>	University, master's degree	- Year of graduation: <input type="text"/>
<input type="checkbox"/>	University, doctor's degree	- Year of graduation: <input type="text"/>

**Fields of study, highest education**

Check only one box.

<input type="checkbox"/>	General studies	<input type="checkbox"/>	IT and communication
<input type="checkbox"/>	Education	<input type="checkbox"/>	Civil engineering, production and construction
<input type="checkbox"/>	Arts and humanities	<input type="checkbox"/>	Agriculture, forestry, fisheries and veterinary studies
<input type="checkbox"/>	Social science, journalism and information theory	<input type="checkbox"/>	Health
<input type="checkbox"/>	Business, administration and law	<input type="checkbox"/>	Welfare
<input type="checkbox"/>	Science, mathematics and statistics	<input type="checkbox"/>	Service

**8. Criminal record**

**A. Have you been fined or sentenced to imprisonment?**

<input type="checkbox"/>	No
<input type="checkbox"/>	Yes
<b>State the offence:</b>	
<div style="border: 1px solid black; height: 80px;"></div>	
In what country?	<input type="text"/>
When?	<input type="text"/>
What penalty did you receive?	<input type="text"/>

**B. Do you have the status of a suspect in a police investigation?**

<input type="checkbox"/>	No
<input type="checkbox"/>	Yes
<b>State the offence:</b>	
<div style="border: 1px solid black; height: 60px;"></div>	
In what country?	<input type="text"/>
When?	<input type="text"/>

**C. Do you authorize the Directorate of Immigration to check your criminal record with foreign authorities?**

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No
<b>If no, state the reason why?</b>	
<div style="border: 1px solid black; height: 60px;"></div>	

**D. Have you been subject to a re-entry ban into the Schengen Area?**

<input type="checkbox"/>	No
<input type="checkbox"/>	Yes
In what country?	<input type="text"/>
<b>Is the ban still in effect?</b>	
<input type="checkbox"/>	No. When was it in effect?
<input type="checkbox"/>	Yes. When does the ban expire?

### 9. Additional information

If you have further information of significance regarding your application for a residence permit in Iceland, kindly state it here in the box below.

### 10. Applicant's representative

An applicant may only have one representative at any time. An applicant wishing to replace his/her representative must submit a form to this effect to the Directorate of Immigration. If an applicant wishes to withdraw his/her authorization for representation, the applicant must send a written notification to the Directorate of Immigration stating such change. Please note that the representative may not sign the application.

#### Check the box regarding authorizations

I realize that all communication (including correspondence) with the Directorate of Immigration will be with my representative and that the representative will have access to the information and data in my application.  
 I realize that my representative, not I, will receive information about the conclusion of my application.

- I authorize the following individual to represent me regarding this application,
- to receive documents on my behalf,
- to appeal a decision by the Directorate of Immigration to the Immigration and Asylum Appeals Board in the event of my application being denied.

#### Information about the representative

Given name	<input style="width: 90%;" type="text"/>
Surname	<input style="width: 90%;" type="text"/>
ID number (Kennitala)	<input style="width: 50%;" type="text"/>
Address	<input style="width: 90%;" type="text"/>
Postal code and city	<input style="width: 90%;" type="text"/>
Country	<input style="width: 90%;" type="text"/>
Telephone number	<input style="width: 90%;" type="text"/>
Email address	<input style="width: 90%;" type="text"/>
<b>Applicant's signature</b>	<input style="width: 90%;" type="text"/>

## 11. Processing fee

The Directorate of Immigration and district commissioners outside of the Reykjavík capital area receive applications for residence permits in return for the payment of a processing fee. The amount of the fee is decided in the Act no. 88/1991 on Additional Revenues of the National Treasury.

If the processing fee is not paid the application will not be processed. If the fee has not been received within 90 days the application will be returned to the applicant. An applicant wishing to reapply must submit a new application and pay the processing fee.

The applicant must appear in person when applying for permanent residence permit at the reception desk of the Directorate of Immigration or at the offices of district commissioners outside of the Reykjavík capital area. The applicant pays the processing fee, he/she will be photographed and submits a sample of his/her signature.

See further information on the website of the Directorate of Immigration ([www.utl.is](http://www.utl.is)).

## 12. Did you remember everything?

If the application form is correctly filled out and accompanied by all relevant data, this will expedite the application's procedure. It is therefore important that you check whether your application is well filled out, whether correct information is stated and whether you have submitted all necessary data.

The Directorate of Immigration recommends that you use the checklist below to ensure that your application is satisfactory.

The Directorate of Immigration may request additional data if there is a need to examine whether the requirements for a residence permit are met.

## 13. Applicant's checklist

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | <b>Photocopy of the passport.</b> This must include photocopies of the personal information page and signature page.  |
| <input type="checkbox"/> | <b>Documents on support,</b> including income-tax payment overviews for the last 12 months, employment contract or other documents showing secure support.  |
| <input type="checkbox"/> | <b>Confirmed copies of recent years' tax-return forms,</b> i.e. in accordance with the time requirements that apply to the applicant.   |
| <input type="checkbox"/> | <b>Original certificate on an Icelandic-language course,</b> stating that the applicant has completed at least 150 hours with 85% class attendance, an assessment test organized by an acknowledged party or a written exemption request and a medical certificate or other documents supporting the exemption request. |
| <input type="checkbox"/> | <b>The applicant has signed the application.</b>  |

**14. Date and signature**

I hereby apply for a permanent residence permit and confirm with my signature that the information I have stated in this application form, in annexes and the accompanying documents as being true and correct. I realize that providing misleading or incorrect information to a public authority is culpable according to the Icelandic Penal Code no. 19/1940, and could result in denial or withdrawal of a residence permit and possibly expulsion on grounds of the Act on Foreigners no. 80/2016. Violations of the Act on Foreigners are reported to the police.

I am informed of it being permissible to integrate data held by the Directorate of Immigration, the Immigration and Asylum Appeals Board, Registers Iceland and the police according to the Act on Foreigners. The Directorate of Immigration is furthermore authorized to obtain information from the tax authorities, the Directorate of Labor and the municipal social services according to the same law.

I am furthermore informed of how the Directorate of Immigration may obtain further information if necessary because of this application and as provided for by the Data Protection Act no. 77/2000.

I realize that the information I provide might be used regarding the processing of subsequent applications and/or applications by family members.

I am informed that the Directorate of Immigration forwards data to Registers Iceland as necessary for registration in Registers Iceland.

**Place, date and applicant's signature**

Place	<input type="text"/>
Date of signature	<input type="text"/>
<b>Applicant's signature</b>	<input type="text"/>

**Who filled out the application?**

<input type="checkbox"/>	Applicant	
<input type="checkbox"/>	Representative	
<input type="checkbox"/>	Another person, who?	<input type="text"/>
	Connection to the applicant	<input type="text"/>

**To be filled out by the Directorate of Immigration**

<input type="checkbox"/>	Dvalarleyfi veitt til	<input type="text"/>
	Afgreitt	<input type="text"/>