

MINISTRY OF THE INTERIOR

MIGRATION DIRECTORATE

1202 Sofia, 48, Knyaginya Maria Louisa Blvd.

ISSUANCE OF DOCUMENTS AND CERTIFICATES UNDER THE PROVISIONS OF THE NON-BULGARIAN EU CITIZENS AND MEMBERS OF THEIR FAMILIES ENTRY AND RESIDENCE IN AND DEPARTURE FROM THE REPUBLIC OF BULGARIA ACT (NBEUCMTFERDFRBA)

LONG TERM RESIDENCE

In order to be issued a Long term Residence Certificate the EU citizen and his/her family member that is a EU citizen submits in person an application at the Migration Directorate of the Ministry of the Interior (MoI) or the Migration office of a Regional Directorate of MoI within three months as of the date of entry into the Republic of Bulgaria.

The EU citizen encloses with the application:

1. Copy of a valid ID card or valid passport;
2. In the cases under art. 8, par. 1, items 1 and 2 and par. 3 of the EU Citizens and Members of Their Families Entry and Residence In and Departure From the Republic of Bulgaria Act – documents evidencing the availability of the circumstances;
3. In the cases under art. 8, par. 1, item 3 of the EU Citizens and Members of Their Families Entry and Residence in and Departure from the Republic of Bulgaria Act:
 - Declaration regarding the availability of the circumstances under the legal regulation;
 - Health insurance;
 - Document regarding the availability of financial means to cover the subsistence expenses of these family members;
4. Document for state fee paid under Tariff No. 4 on fees collected within the system of the Ministry of the Interior under the State Fees Act.
5. Document for address of residence – Title deed or respectively another document proving the ownership, or a lease agreement, respectively another document proving the occupation of the property. In case a lease agreement is presented, a notarized declaration of the owner for providing of address of residence should be presented as well.

EU citizen family member of an EU citizen encloses with the application:

1. Copy of a valid ID card or valid passport;
2. Document to certify that he/she is a family member of the EU citizen. Such document can be a certificate of civil status - certificate of birth or marriage certificate, or a notarized statement of stable non-marital partners;
3. Document for state fee paid under Tariff No. 4 on fees collected within the system of the Ministry of the Interior under the State Fees Act.
4. Document for address of residence – Title deed or respectively another document proving the ownership, or a lease agreement, respectively another document proving the occupation of the property. In case a lease agreement is presented, a notarized declaration of the owner for providing of address of residence should be presented as well.

The validity period of the certificate for Long term residence is up to 5 years as of the date of issuance.

Non-EU citizen family member of an EU citizen that either accompanies or joins an EU citizen may reside on a Long term basis in the Republic of Bulgaria, about which he/she is issued a residence document.

Such persons submit in person an application for issuance of a document for residence in the Republic of Bulgaria at the Migration Directorate of MoI or the Migration office of a Regional Directorate of MoI whereby a Temporary Residence Certificate is issued immediately.

The application is submitted within 3 months as of the date of entry of the person into the Republic of Bulgaria and the following documents are enclosed with it:

1. Copy of a valid passport;
2. Document to certify that he/she is a family member of the EU citizen. Such document can be a certificate of civil status - certificate of birth or marriage certificate, or a notarized statement of stable non-marital partners.

3. Document to certify the Long term residence of the EU citizen whose family member the person is.

4. Document for state fee paid under Tariff No. 4 on fees collected within the system of the Ministry of the Interior under the State Fees Act.

5. Document for address of residence – Title deed or respectively another document proving the ownership, or a lease agreement, respectively another document proving the occupation of the property. In case a lease agreement is presented, a notarized declaration of the owner for providing of address of residence should be presented as well.

The residence document is issued within 3 months as of submission of the application.

PERMANENT RESIDENCE – RESIDENCE PERMIT

In order to be issued a Residence Permit the EU citizen and his/her EU citizen family member submit in person the application at the Migration Directorate of MoI or the Migration office of a Regional Directorate of MoI provided he/she has resided in R. Bulgaria legally and uninterruptedly for five years or provided he/she meets one of the requirements for grounds under art. 16 of NBEUCMTFERDFRBA. The application is submitted three days prior to expiration of the validity period of the Long term residence certificate.

The EU citizen submits with the application:

1. Copy of a valid ID card or valid passport;

2. In the cases under art. 16 of the EU Citizens and Members of Their Families Entry and Residence in and Departure from the Republic of Bulgaria Act - documents evidencing the availability of the circumstances;

3. Document for state fee paid under Tariff No. 4 on fees collected within the system of the Ministry of the Interior under the State Fees Act.

4. Document for address of residence – Title deed or respectively another document proving the ownership, or a lease agreement, respectively another document proving the occupation of the property. In case a lease agreement is presented, a notarized declaration of the owner for providing of address of residence should be presented as well.

Permanent Residence Certificate is issued at the Migration Directorate of MoI or the Migration office of a Regional Directorate of MoI on the day of submission of the application.

TYPES OF RESIDENCE DOCUMENTS

EU citizens, citizens of the EEA Agreement states, and citizens of the Swiss Confederation that are entitled to free movement under international agreements executed with EU are issued, at their explicit request, with residence certificates on card carrier, as follows:

1. Long term residence Certificate – issued by the bodies of the Ministry of the Interior, with 5-year validity period;
2. Permanent residence Certificate – issued by the bodies of the Ministry of the Interior, with 10-year validity period.

Family members of EU citizens, citizens of the EEA Agreement states and citizens of the Swiss Confederation that are not citizens of EU, EEA and the Swiss Confederation and that are entitled to free movement under international agreements executed with EU, and that have exercised their right to free movement, are issued with the following residence documents:

1. Residence Card of a Family Member of a Union Citizen of a Long term residence non-EU family member of EU citizen that has exercised his/her right to free movement - issued by the bodies of the Ministry of the Interior, with up to 5-year validity period;
2. Residence Card of a Family Member of a Union Citizen a permanently residing non-EU citizen family member of EU citizen that has exercised his/her right to free movement - issued by the bodies of the Ministry of the Interior, with up to 10-year validity period.

Family members of EU citizens, citizens of the EEA Agreement states and citizens of the Swiss Confederation that are not citizens of EU, EEA and the Swiss Confederation and that have not exercised their right to free movement are issued with the following residence documents:

1. Residence permit of a Long term residence family member of EU citizen that has not exercised his/her right to free movement, marked with the words "Family Member" - issued by the bodies of the Ministry of the Interior, with up to 5-year validity period;

2. Residence permit of a permanently residing family member of EU citizen that has not exercised his/her right to free movement, marked with the words "Family Member" - issued by the bodies of the Ministry of the Interior, with up to 10-year validity period;

EU citizen household members - the persons that are dependants of the EU citizen in the country from which they are arriving ("Beneficiaries"), are issued with:

1. Residence permit for Long term residence marked with the words "Beneficiary under art. 3, par. 2 of Directive 2004/38/EC" - issued by the bodies of the Ministry of the Interior, with up to 5-year validity period;

2. Residence permit for permanent residence marked with the words "Beneficiary under art. 3, par. 2 of Directive 2004/38/EC" - issued by the bodies of the Ministry of the Interior, with up to 10-year validity period;

Applications for issuance of the documents and certificates under art. 2 to persons under 14 years of age are submitted and signed by their parents or legal guardians where the child must be also present.

The parents or legal guardians of persons that have completed 14 years of age but have not yet completed 18 years of age state their consent for issuance of the documents under art. 2 in the presence of the civil officer and the application is signed both by the parents and the child.

Where there is no parent or legal guardian present a signature is affixed by a person authorized thereof by the parent or legal guardian by an explicit notarized power of attorney.

The documents and certificates listed here above certify the right of residence in the Republic of Bulgaria.

All documents issued to persons by authorities of other countries in order to certify facts and circumstances regarding their legal status should be certified in accordance with the current legislation in effect, namely:

In order to be valid in Bulgaria and to serve in front of the Bulgarian institutions the documents issued in another country should be additionally finished in a special way depending on whether the relevant issuing country is a party to the Hague Convention or there is an Agreement on Legal Assistance entered into by and between such country and the Republic of Bulgaria and such Agreement is in place and effect, or such country does not fall into any of these two groups above.

All documents issued by the authorities of a country that is party to the Hague Convention should be supplied with Apostille affixed by its Ministry of Foreign Affairs.

Translation into Bulgarian language.

Documents supplied with Apostille should be translated into Bulgarian in one of two ways as specified here below, namely:

1/ By a consular or diplomatic officer in the country of origin of the document;

2/ By a Translation Agency authorized by the Ministry of Foreign Affairs of the Republic of Bulgaria.

The translation of the document should be certified by Legalizations and Certifications Sector of the 'Administrative Service to Bulgarian and Foreign Citizens' Directorate (ASBFCD) of the Ministry of Foreign Affairs of the Republic of Bulgaria.

For countries with which the Republic of Bulgaria has signed bilateral agreements for legal assistance that contain texts for exemption of legalization of documents supplied with Apostille the documents issued in the foreign country should be supplied with the stamp of the institution authorized under such Agreement. The document so issued is recognized by the Bulgarian institutions and only needs translation into Bulgarian language and certification of the translation.

In order to have valid effect on the territory of Bulgaria the documents that have not been or cannot be supplied with Apostille should be certified (legalized) in accordance with the generally adopted practice:

- the document should be certified at the Ministry of Foreign Affairs of the issuing country;

- the stamp of the Ministry of Foreign Affairs of the foreign country should be certified/legalized at the Bulgarian diplomatic or consular representation in that country.