

# DOCUMENTS FOR APPLYING FOR A PERMANENT RESIDENCE PERMIT

*Fundacja TAURUS*



A permanent residence permit is one of the forms of legalization of a foreigner's stay in Poland, which gives the right to stay on the territory of Poland for an indefinite period. This right is granted to a citizen of a third country - a person who does not have the citizenship of another European Union country, Norway or Iceland, Liechtenstein and Switzerland, as well as to a stateless person. The permit is issued at the request, in the cases specified in the Act of December 13, 2013, about foreigners. The application is submitted on an official form, accompanied by documents confirming the fulfillment of the statutory conditions for obtaining a permanent residence permit. In each case, the application must be accompanied by:

- 4 photographs - undamaged, colorful, with good sharpness, dimensions 35 mm x 45 mm, taken no earlier than 6 months before the date of submitting the application. The photos must show the foreigner's face from the top of the head to the top of the shoulders, so that the face covers 70-80% of the photo,
- A photocopy of a valid travel document.
- Confirmation of payment of stamp duty.

The types of other documents required for the application depend on the grounds for legalization of stay used by the foreigner.

In the case of a minor who is the child of a foreigner, who has a permanent residence permit or a long-term EU resident permit, remains under his parental authority and was born after the permanent residence permit or long-term EU resident permit was granted to the foreigner, you should prepare:

- a copy of the birth certificate,
- a copy of the decision to grant a permanent residence permit or a long-term EU resident's residence permit or the residence card of the child's parent or guardian,
- a document confirming the exercise of parental authority.

If you are Polish origin, you should prepare:

- declaration of origin,
- documents confirming Polish descent of one of the parents, grandparents or two great-grandparents,
- documents confirming the connection with Polishness (cultivating Polish language, Polish traditions, customs),
- documents confirming the intention to stay in Poland permanently,
- certificate of fulfillment of tax obligations,
- certificate of no criminal record in the territory of the Republic of Poland

If you are married to a Polish citizen, you should prepare:

- a current copy of the marriage certificate (issued no earlier than 3 months before submitting the application),
- a copy of your spouse's ID card,
- if you have children with a Polish spouse - copies of birth certificates,
- documents confirming that the stay on the territory of Poland was continuous or documents confirming the reasons for interruptions in the stay,
- certificate of fulfillment of tax obligations,
- certificate of no criminal record in the territory of the Republic of Poland.

For victims of human trafficking:

- documents confirming cooperation with law enforcement authorities in criminal proceedings regarding the crime of trafficking in human beings and justified fears of returning to the country of origin, confirmed by the prosecutor conducting the criminal proceedings,
- certificate of fulfillment of tax obligations,
- certificate of no criminal record in the territory of the Republic of Poland.

If, before submitting the application, the applicant resided continuously in the territory of the Republic of Poland for a period of not less than 5 years on the basis of refugee status, subsidiary protection or residence permit for humanitarian reasons, the following should be prepared:

- documents confirming the required five-year uninterrupted stay in Poland,
- certificate of fulfillment of tax obligations,
- certificate of no criminal record in the territory of the Republic of Poland

If, before submitting the application, the applicant resided continuously in the territory of the Republic of Poland for a period of not less than 10 years on the basis of a tolerated stay permit granted pursuant to Art. 351 point 1 or 3 of the Act on Foreigners, you should prepare:

- documents confirming the required ten-year, uninterrupted stay in Poland,
- certificate of fulfillment of tax obligations,
- certificate of no criminal record in the territory of the Republic of Poland.

If asylum is granted on the territory of the Republic of Poland, you should prepare:

- document confirming the granting of asylum,
- certificate of fulfillment of tax obligations,
- certificate of no criminal record in the territory of the Republic of Poland.

If you have a Pole's Card, you should prepare:

- a copy of the Pole's Card with the original to be shown,
- declaration of intention to settle in Poland permanently,
- documents confirming the willingness to settle in Poland (lease agreement, employment contract, documents confirming studies).

In the case of a citizen of the United Kingdom of Great Britain and Northern Ireland who, until December 31, 2020, performed work in the territory of the Republic of Poland as an employee delegated by a foreign employer to the territory of the Republic of Poland, the following should be prepared:

- declaration of continued stay in Poland after December 31, 2020,
- document confirming residence in Poland on December 31, 2020, or earlier in the event of permissible absence on December 31, 2020,
- documents confirming that the break in stay exceeding 6 months a year was caused by an important personal situation, in particular pregnancy, childbirth, illness, studies, vocational training, secondment,
- in the case of employees: documents confirming employment or entry in the register related to running a business,
- for economically inactive people: proof of having sufficient financial resources to support themselves and their family members so as not to constitute a burden on social assistance.
- health insurance document.

The types of documents listed above do not constitute a closed catalog.

The authority conducting the proceedings may request the completion of specific documents during the case.

After considering the case, an administrative decision is issued.

The decision is issued by the authority competent for the foreigner's place of residence. You can appeal against the negative decision to the Head of the Office for Foreigners (Szef Urzędu ds. Cudzoziemców).

More information at: [www.poradyprawne-taurus.pl](http://www.poradyprawne-taurus.pl)

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