CHECKLIST FOR THIRD COUNTRY NATIONALS (RENEWAL)

Applications for the renewal of the residence permit must be submitted before the expiry date of the previous residence document, at least 8 weeks in advance. The applicant is required to present the following documentation in original format.

1. CEA Form C (Non-EU) – Application for a residence permit on the basis of employment. The form must be endorsed by the employer with an official stamp and signature of the responsible official;

2. Form ID 1A – Identity Registration Form – Non-Maltese Nationals, together with an application fee of € 280.50. Payment must be addressed to 'Identity Malta Agency' if made by cheque;

3. Certified true copy of the passport biometric page;

4. Covering letter by the employer confirming that there were no changes relating to the CV and Position Description submitted with the first application;

5. Tax Declaration Form, stamped by Inland Revenue Department. The salary provided needs to be indicated in this form.

6. Original and certified true copy of the lease agreement or purchase agreement of property which makes clear reference to the applicant. If renting property, the applicant is required to present a Rental Declaration Form signed by the owner of the same property. Certified true copy of the owner's identity card should also be attached. The termination date should be specified in the lease agreement

DCEA

1. Identity Malta retains certified copies of the said documents where original documentation would not be possible to retain.

2. Identity Malta and other related stakeholders reserve the right to request any further documentation that they may deem necessary in the evaluation process of the application.