



ANNOUNCEMENT

The Civil Registry and Migration Department (CRMD) announces that on Monday, 25.8.2014, article 18ΦΖ(7) of the Aliens and Immigration Law (Cap.105) as well as article 4 of the Aliens and Immigration (Amending) (No.2) Law [N129(I)/2014, O.G. Annex.I(I) No. 4456] are set into force, for the category of third country nationals who are already employed or wish to be employed at international companies, the majority of shares of which are held by third country nationals (Κ.Δ.Π. 396/2014, O.G. Annex III(I) No. 4814, 22.8.2014, Number 396).

In view of the enforcement of the above legislation, the Civil Registry and Migration Department has reviewed the procedure for the issuance of residence permits for the above mentioned category:

A. SUBMISSION OF APPLICATIONS

A.1 The new application form **MBCS1** (see ΑΙΤΗΣΗ - FORM MBCS1) is put into force. This will be used in the following cases:

- 1 Issue of an Entry Permit, Registration and Issue of a Temporary Residence Permit
- 2 Issue of an Entry Permit and a Temporary Residence Permit
- 3 Issue of a Temporary Residence Permit and Registration
- 4 Issue of a Temporary Residence Permit
- 5 Renewal of a Temporary Residence Permit
- 6 Renewal of a Residence Permit due to Change of Employer

A.2 Application MBCS1 must be accompanied, at its submission, by the documents stated in the List of Accompanying Documents (see BCS LIST OF ACCOMPANYING DOCUMENTS).

A.3 In cases 1 and 2 above, after the arrival of the third country national in the Republic, the submission of a new application will not be necessary. What will be necessary are the following:

- The submission of the additional accompanying documents (see BCS LIST OF ACCOMPANYING DOCUMENTS).
- The presence of the third country national, in order to receive his/ her biometric features as well as his/ her signature.

B. FEES

B.1 For the submission of the application MBCS1, regarding any of the above cases, the fees foreseen in the relevant Legislation [N.129(I)/2014] must be paid (see ΤΕΛΗ - FEES BCS).

B.3 Fees depend on the required duration of stay (i.e. Different fees apply for a required duration of stay of up to 1 year than the fees for a required duration of stay of up to 2 years).

B.2 It is noted that all required fees are paid in advance, with the submission of the application. These fees relate to the submission and examination as well as the issuance of the residence permit, if the application is approved. In view of this, no fee refund will take place in case of a rejection of an application.

C. RECEIVING BIOMETRIC FEATURES

C.1 According to article 18ΦΖ(7) of the Aliens and Immigration Law (Cap.105), the temporary residence and employment permits that will be issued to third country nationals of the above category will be of a uniform format (card) and must include the biometric features of their holder (fingerprints and photograph) as well as his/her signature.

C.2 In view of this, when submitting an application, the physical presence of the third country national is required, in order to receive his/her biometric features (fingerprints and photograph) and his/her signature. If the application is submitted for an entry permit, after the granting of the entry permit and the arrival of the third country national in the Republic, he/she must register at the CRMD within seven (7) days of his/her arrival and provide his/her biometric features (photo and fingerprint) and signature.

C.3 The captured fingerprints cannot be used for any purpose other than the issuance of the residence permit and its review for person identification purposes by the Cypriot or other foreign authorities, authorised by the Director. The captured fingerprints are deleted from the Aliens' Register 48 hours after the issuance of the residence permit.

D. ISSUANCE AND RECEPTION OF RESIDENCE PERMIT

D.1 For the issuance and reception of the residence permit, please see the Information for the Submission of the Application listed in the application form MBCS1.

E. TRANSITIONAL PROVISIONS – ARTICLE 4 [N129(I)/2014]:

E.1 A third country national that has submitted an application for obtaining or renewing a residence permit, the examination of which is still pending, **must submit the Additional Application M+BCS (see ΑΙΤΗΣΗ-FORM M+BCS), within 60 days and must pay the additional ten euro (€10,00) fee, for obtaining the necessary uniform format residence permit (card).**

E.2 Furthermore, during the submission of the Additional Application, the third country national must be present, in order to capture his/her biometric features as well as his/her signature.

E.3 In case of noncompliance with the above obligations, the pending application will be rejected, according to the aforementioned article of the legislation.

E.4 **In view of this, a third country national that has submitted an application for obtaining or renewing a residence permit, the examination of which is pending on 25.8.2014, must, before 25.10.2014, submit the abovementioned Additional Application and must pay the additional ten euro (€10,00) fee. Otherwise, the pending application will be rejected.**

E.5 It is provided that the residence permits issued under the existing legislation are valid until their expiry.

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