

MOCK-UP EUTR1(EU1) form

This information contained in this Mock-up is intended to assist applicants in their dealings with EU Treaty Rights Unit, Residence Division and in filling out the forms requesting residence for their South African dependants.

As such it does not constitute legal advice and is intended for guidance purposes only.

It is NOT intended to be copied exactly, instead take it strictly as a guideline and an example to assist you.

It is NOT to be taken as word-for word fact, and cannot be taken as a guaranteed successful application.

Each family has a different circumstances and different proof requirements.

Questions relating to the forms should be directed to the EU Treaty rights department eutreatyrights@justice.ie

or

Frequently Asked Questions about EU Treaty Rights

<http://www.inis.gov.ie/en/INIS/Pages/EUTreatyRightsFAQs>

Our (SA2eire.com) suggestion is to print it off ahead of your move to Ireland to give you indication of what you need to do and what paperwork to gather once you are settled in Ireland, within the 90 days of the dependants' arrival in Ireland.

Completed application forms should be sent by registered post to:

EU Treaty Rights Division,
Immigration Service Delivery,
Department of Justice,
13/14 Burgh Quay,
Dublin 2,
D02XK70

- Be aware of the differences between the EUTR1 and EUTR1A documents, how they apply to different family dependants. Make certain you fill out the correct form per dependant.
- This form is for EU members's dependants who are Non-EU members.
- This form is NOT for the Non-EU dependants of Irish citizens
- Fill out 1 form per dependant member. The entire family does NOT go on 1 form.
"Where an EU citizen with non-EEA national minor children (including children under the age of 16) intends residing in the State with the children for longer than 3 months, an application on Form EU1 should be submitted on behalf of each child for permission to reside in the State as a family member of an EU citizen." INIS/ISD
- You can only send off the form for a dependant member when they have moved and are in Ireland living with the EU member
- Note all proofs attached must be clear and legible photocopies.
"Any original documents submitted for applications made from 09/11/2015 will be retained until the application processing is complete (i.e. for six months)." INIS/ISD

(See notes at the end of this document on proofs, cover note and submitting your documents)

**DO NOT INCLUDE this nor the Explanatory notes in your application.
THIS is not an Application nor an Annex to your application.**



EUTR1

Application for a Residence Card for a qualifying family member of an EEA national

Who is this form for?

Please read the information below carefully before you submit your application. If you do not submit sufficient information and/or evidence to show you qualify for a residence card your application may be refused.

You should use this application form if:

- You are a non-EEA national resident in Ireland who is a qualifying family member of an EEA national
- The EEA national is residing in Ireland
- The EEA national is exercising their EU Treaty Rights in the State (employed, self-employed, residing with sufficient resources, studying or involuntarily unemployed)

Citizens' Rights entitlements guaranteed to United Kingdom nationals and their family members are given effect in Ireland under the European Union (Withdrawal Agreement) (Citizens' Rights) Regulations 2020. Form EUTR1A may also be used by each non-EEA national family member of a United Kingdom national applying for a Residence Document as a Qualifying Family Member of a United Kingdom national under the European Union (Withdrawal Agreement) (Citizens' Rights) Regulations 2020 and the relevant provisions of the 2015 Regulations.

References to EEA national in this form shall be deemed to also apply to a United Kingdom national who satisfies the relevant criteria under the Withdrawal Agreement.

Which qualifying family members can apply on this form?

If the EEA national is residing in Ireland as a student you must be the:

- Spouse or recognised civil partner of the EEA national, or
- Dependent child, under the age of 21, of the EEA national or of their spouse/recognised civil partner

In all other cases, you must be the:

- Spouse or recognised civil partner of the EEA national, or
- Child or grandchild of the EEA national, or of their spouse/recognised civil partner, and be aged under 21, or

Make sure it's the correct form!

**Eu treaty*
If British must apply under the New Policy Document unless the British Sponsor was exercising Eu Treaty rights prior to 31st Dec 2020**

Check the ages of the Dependants

- Child or grandchild of the EEA national or of their spouse/recognised civil partner and be dependent, or
- Dependent parent or grandparent of the EEA national or of their spouse/recognised civil partner.

If you are a family member of an EEA national but do not fall within the criteria listed above, you should apply on Form EUTR1A

How to complete this form:

- You must complete a separate application for each non-EEA family member, including each child under 18 years of age.
- You must complete this form in CAPITAL letters
- You must place a tick (✓) in the boxes that are relevant to you
- You must complete all sections of this form which are relevant to you in full
- You must submit photocopies of supporting documents for each application
- You must complete the checklists on pages 28, 29 and 47 for each application
- You, the applicant, must sign and date the declaration on page 30
- The EEA national must sign and date the declaration on page 48
- If you or the EEA national are unable to provide any of the information requested at this time, please explain the reason in writing and enclose with this application
- The application form will not be considered complete and your application will not be processed unless all relevant parts of the application form have been completed fully and all supporting documents have been submitted with the application
- You must send your completed application form and any supporting documents you wish to provide by post to the address below

**EU Treaty Rights Division,
Immigration Service Delivery,
Department of Justice,
13/14 Burgh Quay,
Dublin 2,
D02 XK70**

- Your application may be delayed if you do not send it by post to the address listed above
- We recommend you send your application by registered post
- If you choose to send your application by registered post you can track it on the An Post website, www.anpost.ie

Warning:

If you have a change in circumstances while your application is being processed, for example:

- If you change your personal details (your name, nationality, etc.)
- If your contact details change (your address or representative etc.)
- If there is a change in other circumstances (your EEA national family member leaves Ireland etc.)

you must inform EU Treaty Rights Division office immediately and provide any relevant supporting documentation.

**Check the
address
and send via
registered mail.
Keep the
registered
mail slip
as it is the only
proof you have
that you have
sent in
these
documents**

Data privacy notice

Introduction

1. The data you provide is collected by EU Treaty Rights Division in Immigration Service Delivery (ISD), a Business Unit of the Department of Justice (DoJ). The data controller for the information you provide is the Department of Justice and the data controller's contact details are:

EU Treaty Rights Division,
Immigration Service Delivery
Department of Justice,
13/14 Burgh Quay,
Dublin 2,
D02XK70

**GDPR
Data
Compliance**

How will your personal data be used?

2. We may use the personal data you provide in your application for the purpose of:
 - assessing your entitlement or continued entitlement to reside in the State as the family member of the EEA national named in your application, or
 - assessing your entitlement or continued entitlement to reside in the State as the family member of the UK national named in your application, or
 - assessing your entitlement or continued entitlement to permanent residence in the State as an EEA national,
 - assessing your entitlement or continued entitlement to permanent residence in the State as a UK national.

Legal Basis for processing your Personal Data

3. Our legal basis for collecting and processing this data is in accordance with Section 8 of the Immigration Act 2003 and to fulfil the function of the Minister for Justice in relation to asylum, immigration (including visas) and citizenship matters as designated in the Ministers and Secretaries Act 1924 (as amended).

Further processing of your Personal Data

4. Where it is necessary and proportionate to do so, in accordance with the Data Protection Act 2018

and the GDPR, further personal data may be requested or received from/provided to other Public Authorities/competent authorities/international organisations for the purpose of:

- Verification of the data received under Directive 2004/38/EC, Regulation 26 of the EC (Free movement of Persons) Regulations 2015 as amended, EU (Withdrawal Agreement) (Citizens' Rights) Regulations 2020, section 3 of the Immigration Act 1999.
Section 8(1) and 8(2) of the Immigration Act 2003, section 4 of Immigration Act 2004,
- Work Permit application for non-EEA nationals in accordance with Section 37 of the Employment Permits Act 2006;
- Processing applications for residence - Section 261(2) of the Social Welfare Consolidation Act and Civil Partnership and Certain Rights and Obligations of Cohabitants Act 2020;
- Section 41 of the 2018 Act.

5. We may also process your personal data for research or statistical purposes as allowed under the Data Protection Act 2018 and the GDPR.

A competent authority means:

A public authority competent for the prevention, investigation, detection or prosecution of criminal offences or the execution of criminal penalties in the State, including the safeguarding against, and the prevention of, threats to public security, or any other body or entity authorised by law to exercise public authority and public powers for the purposes of the prevention, investigation, detection or prosecution of criminal offences or the execution of criminal penalties in the State, including the safeguarding against, and the prevention of, threats to public security.

Security of Personal Data

6. The personal data provided will be stored securely on DoJ servers. It may be shared, where appropriate, with the following third parties:

- Government Departments and agencies
- An Garda Síochána
- EEA competent authorities
- EEA police forces
- UK competent authorities
- Individuals with your consent for example, employer, landlord
- Service providers of the DoJ, for example, data handling and storage providers, producer of Residence Card/Residence Document/Irish Residence Permit.

Contact for Queries

7. The contact for any queries in relation to this form is EU Treaty Rights Division, Immigration Service Delivery, Department of Justice, 13/14 Burgh Quay, Dublin 2, D02XK70.

How long will Personal Data be retained?

8. This data will be stored in accordance with the requirements of the National Archives Act 1986.

How to Request a copy of your Personal Data

9. You can request a copy of your personal data by completing a Subject Access Request (SAR) form, available:

- at http://www.justice.ie/en/JELR/Pages/Data_Protection or
- from the Data Protection Support and Compliance Office (DPSCO) at the address below.

Forward the completed form by email to subjectaccessrequests@justice.ie or by post to the DoJ Data Protection Officer at the address below. You will be required to verify your identity before the data can be forwarded to you. The time limit for responding to a SAR commences once your identity has been verified.

Your Rights in relation to your Personal Data

10. You have the right to rectify any inaccuracies in your data. To do this you should write to the Data Steward, EU Treaty Rights Division, Immigration Service Delivery, Department of Justice, 13/14 Burgh Quay, Dublin 2, D02XK70, documenting the inaccuracies, which need to be rectified. The right to rectification is not absolute and each request will be considered on its own merits.
11. You have the right, where appropriate, to obtain erasure of your data and/or a restriction on the processing of your data as well as the right to object to the processing of your data. The right to erasure, restriction or objection is not absolute and each request will be considered on its own merits.
12. You have the right to lodge a complaint with the Data Protection Commission (DPC). You can contact the DPC by webforms on their website www.dataprotection.ie or by post to: 21 Fitzwilliam Square South, Dublin 2, D02 RD28

Further details in relation to your data protection rights can be found in the Department of Justice Data Protection Policy available at: http://www.justice.ie/en/JELR/Pages/Data_Protection

Contact the DPO

You can contact the Data Protection Officer (DPO) for the Department of Justice by post at:

Data Protection Officer,
Department of Justice,
51 St. Stephen's Green,
Dublin 2, D02 HK52.

or

by email - dataprotectioncompliance@justice.ie

I acknowledge that I have read and understood the information outlined above, which relates to my data protection rights.

Name (Applicant) _____

Signature (Applicant) _____ Date _____

Name of Parent/Guardian if applicant is under 18 _____

Signature of Parent/Guardian _____ Date _____

Name (EEA national) _____

Signature (EEA national) _____ Date _____

**GDPR
Data
Compliance
SIGN**

Applicant's personal details

1.1 Surname/Family name (as shown in passport)

[illegible]

1.2 Forename(s) (as shown in passport)

[illegible]

1.3 Other name(s) (maiden name, name at birth, any other names) by which you are or have been known

[illegible]

1.4 If you have been known by any other name(s), what dates did you use this/these names?

1.5 If you changed your name, why did you change it? (✓)

☐ Marriage/civil partnership ☐ Divorce ☐ Other

If "Other" please explain

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1.6 Date of birth

D	D	/	M	M	/	Y	Y	Y	Y
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1.7 Gender (✓)

☐ Male ☐ Female ☐ Other

1.8 What is your relationship status? (✓)

☐ Single ☐ Married ☐ Recognised civil partner ☐ Divorced ☐ Widowed

☐ Unmarried partner ☐ Surviving recognised civil partner

1.9 Nationality

[illegible]

1.10 Place and country of birth

[illegible]

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**Non-EU/EEA
Dependant is the
Applicant.**

**EU/EEA passport holder is the EU National/
Sponsor**

E.g.:
Birth names,
adoptive names,
maiden names

In most cases for members of our website this will be South African, but the Non-Eu may hold citizenship of another country>

Nationality is your country of national identity- so if you introduced yourself to someone, would reply I am South African? or would you say Australian because you hold an Aussie Passport? what do you identify as?

Citizenship would be another passport you hold, so for example Aussie or another country if you hold one etc

Explanatory notes from EU Treaty division

Section 1

Applicant's personal details

This section relates to the applicant's personal details including the applicant's identity details, contact details and details of the applicant's nationality and must be completed fully by the applicant.

Section 1B**Immigration history of applicant****1.21** What date did you move to Ireland?

D	D	/	M	M	/	Y	Y	Y	Y
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1.22 GNIB number/IRP number
(if you have one)

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1.23 How did you enter Ireland? (✓)☐ Airport ☐ Seaport ☐ Land Border**1.24** Where did you arrive in Ireland? (For example, Dublin Airport, Rosslare, Shannon etc.)

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1.25 What was your status on arrival in Ireland (✓)

- | | | |
|--|--|---|
| <input type="checkbox"/> International protection seeker | <input type="checkbox"/> Family member of EEA national | <input type="checkbox"/> Employment permit or green Card permit |
| <input type="checkbox"/> Student | <input type="checkbox"/> Visitor | <input type="checkbox"/> Entry without permission |
| <input type="checkbox"/> Other (please give details): | | |

1.26 Have you previously applied for permission to visit or reside in Ireland, another EU Member State or the United Kingdom? (✓) If yes, you should provide evidence of entry and exit as applicable.☐ Yes (give details below) ☐ No

Type of permission/visa applied for	Country applied to	Result of application	Duration of permission/visa

1.27 How long do you intend on staying in Ireland? (for example permanently, for the duration of a work contract, for the duration of a course of study etc.)

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What reason did you give for your Entry into Ireland?

Have you ever visited or lived in Ireland or the EU previously?
You may need to look in old passports and copy those pages.

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Explanatory notes from EU Treaty division**Section 1B****Immigration history of applicant**

This section relates to the applicant's previous immigration history in both the State and elsewhere, including details of entry to the State. Documentary evidence, as appropriate, must also be submitted to support the details furnished in this section.

1.28 Do you hold or have you previously held, a residence card issued by Ireland or another EU Member State or the United Kingdom? (✓)

☐ Yes (give details below) ☐ No

1.29 Have you previously been refused a residence card by Ireland or another EU Member State or the United Kingdom)? (✓)

☐ Yes (give details below) ☐ No

Section 1C**Applicant's relationship to EEA national**

1.30 This section looks for how are you related to the EEA national. Please tick relevant box and fill out the corresponding subsection on this form (✓)

- ☐ Spouse - Complete subsection (i)
- ☐ Recognised Civil Partner – Complete subsection (i)
- ☐ Child aged under 21 of the EEA national or of the EEA national's spouse or Recognised Civil Partner – Complete subsection (ii)
- ☐ Grandchild aged under 21 of the EEA national or of the EEA national's spouse or Recognised Civil Partner – Complete subsection (ii)
- ☐ Dependent child aged 21 or over of the EEA national or of the EEA national's spouse or Recognised Civil Partner – Complete subsection (iii)
- ☐ Dependent parent of the EEA national or their spouse or Recognised Civil Partner – Complete subsection (iii)
- ☐ Dependent grandchild aged 21 or over of the EEA national or of the EEA national's spouse or Recognised Civil Partner – Complete subsection (iii)
- ☐ Dependent grandparent of the EEA national or of the EEA national's Spouse or Recognised Civil Partner – Complete subsection (iii)

Subsection (i)

Please complete this section if you are the spouse or recognised civil partner of the EEA national

1.31 When did you meet the EEA national?

M	M	/	Y	Y	Y	Y
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1.32 Where did you first meet the EEA national?

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Explanatory notes from EU Treaty division**Section 1C****Applicant's relationship to EEA national**

This section relates to the applicant's relationship to the EEA national and the basis of the application as a qualifying family member i.e. as a spouse, civil partner or child, grandchild, parent or grandparent of the EEA national or their spouse or recognised civil partner.

It includes details relating to the relationship history, previous relationship history, and dependence on the EEA national as appropriate. Documentary evidence, as appropriate, must also be submitted to support the details furnished in this section.

This is the Applicant's relationship status to the Eu Sponsor. Be very careful to fill out the correct section for that relationship type. So if this form is for the non-eu spouse fill out only those sections. if its for children only those sections etc

1.33 When did your relationship begin?

1.34 Are you related to the EEA national outside your marriage or civil partnership? (✓)

☐ Yes (give details below) ☐ No

1.35 Do you and the EEA national currently live together? (✓)

☐ Yes ☐ No

1.36 If no, have you ever lived together in Ireland or in any other country? (✓)

☐ Yes ☐ No

1.37 When and where did you start living together?

1.38 Please provide all addresses where you and the EEA national have lived together

Address	Date from	Date to

**Where
the Applicant and
EU Sponsor
are married,
relationship proof
can be requested,
outside of a
full marriage
certificate**

1.45 Has there been an objection to your intention to marry in Ireland? (✓)

☐ Yes (give date below) ☐ No

D	D
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 /

M	M
---	---

 /

Y	Y	Y	Y
---	---	---	---

1.46 Have you previously applied to marry in another country? (✓) If yes, please give the country and the date

☐ Yes ☐ No

				C	O	U	N	T	R	Y				
--	--	--	--	---	---	---	---	---	---	---	--	--	--	--

D	D
---	---

 /

M	M
---	---

 /

Y	Y	Y	Y
---	---	---	---

1.47 Have you previously been refused permission to marry, or had an objection raised against your intention to marry in a country other than Ireland? (✓)

☐ Yes ☐ No

If you answered 'Yes', please provide details here:

1.48 Have you ever been considered to be party to a marriage of convenience by a competent authority in a country other than Ireland? (✓)

☐ Yes ☐ No

If you answered 'Yes', please provide details here:

1.49 If you answered 'Yes' to the last question, please provide the country, date and any details of the decision

				C	O	U	N	T	R	Y				
--	--	--	--	---	---	---	---	---	---	---	--	--	--	--

D	D
---	---

 /

M	M
---	---

 /

Y	Y	Y	Y
---	---	---	---

1.50 Do you or the EEA national currently have another spouse or civil partner, or an unmarried partner, with whom either of you are in a durable relationship? (✓)

☐ Yes (give details below) ☐ No

1.51a Have you or the EEA national been married or in a civil partnership before? (✓)

☐ Yes (if yes give details below) ☐ No

1.51b Please specify which party has been married or in a civil partnership before? (✓)

☐ You (applicant) ☐ EEA national ☐ Both

1.51c Date(s) of divorce, annulment or dissolution (if applicable)

D D / M M / Y Y Y Y

D D / M M / Y Y Y Y

1.52 Do you and the EEA national have any children together? (✓)

☐ Yes ☐ No

1.53 Do you have any children of whom the EEA national is not the biological parent (for example from a previous relationship)? (✓)

☐ Yes ☐ No

Subsection (ii)

Please complete if you are the child or grandchild aged under 21 years of the EEA national or the spouse or civil partner of the EEA national

1.54 Are you a child or grandchild of the EEA national or the spouse or civil partner of the EEA national or both? (✓)

☐ EEA national ☐ Spouse or civil partner of EEA national ☐ Both

1.55 If your answer to Q 1.54 is other than 'Both', please indicate if there is a formal authorisation from a competent authority for your removal from your country of origin or birth, as applicable, and/or formal consent from your other parent (or your parents in parents in the case of a grandchild)? (✓) Documentary evidence must be furnished as appropriate.

You may want to bring any Divorce Degree or Annulment or Dissolution of previous marriages with you to Ireland "just in case" it gets asked for

1.56 Do you and the EEA national currently live together? (✓)

☐ Yes

☐ No

1.57 If no, have you ever lived together in Ireland or in any other country? (✓)

☐ Yes

☐ No

1.58 When and where did you start living together?

1.59 Please provide all addresses where you and the EEA national lived together (starting with the most recent address where you have lived together).

Address	Date from	Date to

Subsection (iii)

Please complete if you are:

- the dependent child or grandchild aged 21 years or over of the EEA national
- the dependent child or grandchild aged 21 years or over of the spouse or civil partner of the EEA national
- the dependent parent or grandparent of the EEA national
- the dependent parent or grandparent of the spouse or civil partner of the EEA national

Complete this subsection if you are a relative of the EEA national, or of their spouse or civil partner, and:

- You were dependent on the EEA national before you came to Ireland, in your country of origin or country from which you have come.

If you are unable to show that you were dependent on the EEA national in your country of origin or the country from which you have come, as an alternative, please provide evidence of dependence on the EEA national since your arrival in Ireland.

Before coming to Ireland

1.60 Were you dependent on the EEA national before you came to Ireland? (✓)

☐ Yes ☐ No

1.61 If you answered 'Yes' to Q 1.60, please indicate how long have you been dependent on the EEA national?

1.62 Give details below of any other source of income or capital you had before coming to Ireland. This could include income from employment or self-employment, a pension, social security payments, income from rental property, savings, investments or any other income. You should give documentary evidence to show any income with your application.

Item	Amount €	How often

1.63 Did you receive money from the EEA national before coming to Ireland? (✓) If yes, how much, how often and for how long did you receive these funds. You should give corresponding documentary evidence with your application.

☐ Yes (give details below) ☐ No

How much did you receive? (€)	
How often did you receive the funds?	
How were the funds paid to you?	
How long did you receive these funds?	

☐ Yes (give details below) ☐ No

How much did you receive? (€)	
How often did you receive the funds?	
How were the funds paid to you?	
How long did you receive these funds?	

[illegible]

☐ Yes ☐ No

From

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

 To

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

☐ Own the property outright either individually or jointly

☐ Own the property with a mortgage either individually or jointly

☐ Rent the property

☐ Reside rent free

Where, for example, a grandchild or not the biological child of the EU sponsor, you may need to explain and prove the level of dependancy, whether that is full financial responsibility or in part. You can be asked for additional proof of this

1.70 If the property was rented, please indicate the type of landlord (✓) and provide contact details below:

☐ Private landlord ☐ County council or local authority ☐ Voluntary cooperative housing body

1.71 If the property was rented, please provide the names of all tenants:

1.72 Who else lived at the property and what was the relationship between you and the EEA national and each resident?

Name	Duration of residence	Relationship to you	Relationship to EEA national

Since coming to Ireland

1.73 When did the EEA national enter Ireland?

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

1.74 When did you enter Ireland?

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

1.75 If you did not enter Ireland at the same time as the EEA national, please give the reasons why below

1.76 Have you been dependent on the EEA national since coming to Ireland? (✓)

☐ Yes ☐ No

1.77 Do you regularly receive money from the EEA national (✓). If yes, how much, how often and for how long did you receive these funds. You should give corresponding documentary evidence with your application.

☐ Yes (give details below) ☐ No

How much did you receive? (€)	
How often did you receive the funds?	
How were the funds paid to you?	
How long did you receive these funds?	

1.78 Do you regularly receive money from any other relative or friend? If yes, please specify how much, how often and for how long. You should provide corresponding documentary evidence with your application.

☐ Yes (give details below) ☐ No

How much did you receive? (€)	
How often did you receive the funds?	
How were the funds paid to you?	
How long did you receive these funds?	

1.79 If you have any other sources of income, please describe them below (other employment or self-employment, a company or state pension, state benefits, income from rental property, savings, investments, or any other income). Provide documentary evidence of the income(s) given with your application.

Source of income	Amount €	How often

1.80 What is your current activity? (✓)

- ☐ Employed
☐ Self employed
☐ Student
☐ Other (give details below)

1.81 Do you currently live with the EEA national? (✓)

- ☐ Yes ☐ No

1.82 At the address where you reside, does the EEA national: (✓)

- ☐ Own the property outright either individually or jointly
☐ Own the property with a mortgage either individually or jointly
☐ Rent the property
☐ Reside rent free

1.83 If the property is jointly-owned, please provide the names of all owners

1.84 If the property is rented, please tell us the type of landlord (✓) and give contact details below

- ☐ Private landlord ☐ County council or local authority ☐ Voluntary cooperative housing body

1.85 If the property is rented, please provide the names of all named tenants

1.86 Who else lives at the property and what is the relationship between you and the EEA national and each resident?

Name	Duration of residence	Relationship to you	Relationship to EEA national

1.87 Do you pay any rent, mortgage or other payment for your accommodation? (✓)

☐ Yes (give details below) ☐ No

Expenditure	Amount €	Who pays for this expenditure?
Rent/Mortgage		
Gas		
Electricity		
Phone		
Food		
Clothing		
Medical Care		
Other		

1.88 Give any further information about your financial circumstances before or after coming to Ireland that may be relevant

1.89 Give details of any emotional or physical support you receive, or have received, from the EEA national. You should provide corresponding documentary evidence with your application.

1.90 Give details of any family in your home country.

1.91 Give details of any compelling or compassionate circumstances that would make it difficult for you to live in your home country without the EEA national. You should provide corresponding documentary evidence.

1.92 Should your application be refused, and it is considered that such a refusal would prevent the EEA national from exercising EU Treaty Rights in the State, please explain why this is the case and provide documentary evidence supporting your claim.

1.91 and 1.92
If this application should be declined what would happen to the family members?
1.91 are there reasons that would make living in the home country not possible for the dependant?
1.92 if the non eu member should be declined, what would the EU member do? would they remain ireland regardless exercising their EU treaty rights or would they be forced to go back to SA therefore losing their rights to be in the EU?

Section 2

Applicant's personal history

- This section asks about any criminal convictions you have.
- This section asks about any involvement you may have had in war crimes, genocide, crimes against humanity or terrorism.
- Please note, if you have received more than 3 charges/indictments/convictions, please photocopy the relevant sections and enclose those completed sections with this form
- If you fail to answer all of these questions as fully and accurately as possible, your application for a residence card may be refused

Warning

It is an offence under Regulation 30 of the European Communities (Free Movement of Persons) Regulations 2015 and Regulation 21 of the European Union (Withdrawal Agreement) (Citizens' Rights) Regulations 2020 to make a statement that you know to be false or misleading.

2.1 Have you ever been charged or indicted in any other country with a criminal offence for which you have not been tried in court? (✓)

☐ Yes (give details below) No ☐

Charge/Indictment No. 1	
Name under which you were charged/indicted	
Country where you were charged/indicted	
Type of offence	

Charge/Indictment No. 2	
Name under which you were charged/indicted	
Country where you were charged/indicted	
Type of offence	

Charge/Indictment No. 3	
Name under which you were charged/indicted	
Country where you were charged/indicted	
Type of offence	

Explanatory notes from EU Treaty division

Section 2 Applicant's personal history

This section asks about any criminal convictions an applicant may have in Ireland or in any other country as well as about any involvement in war crimes, genocide, crimes against humanity or terrorism.

EUTR1 Explanatory leaflet (2022-03) - Page 6 of 14

An applicant must also provide details of their immigration history in Ireland or in any other country and details of all countries visited in the previous ten years.

If additional space is required, the relevant sections can be copied. All completed sections must be enclosed with Form EUTR1.

**Non-EU Dependant
is the Applicant.**

**EU passport holder
is the EU National**

**Honesty is the
best policy in
this section with
regards to all
criminal charges,
convictions,
refusals of entry
and deportations.**

**Note the
WARNING. You
may want to
include a police
clearance just to
show you have
had no criminal
convictions,
but this is not
a requirement,
only an added
extra proof, or
may help explain
any criminal
convictions**

2.2a Have you ever been convicted of an offence in Ireland or in any other country? (✓) If yes, please provide details for EACH criminal conviction, starting with the most recent one.

☐ Yes (give details below) No ☐

Criminal conviction 1	
Name under which you were convicted	
Country where you were convicted	
Type of offence	
Sentence given	
Date sentenced	
Term of imprisonment, if any, in months	

Criminal conviction 2	
Name under which you were convicted	
Country where you were convicted	
Type of offence	
Sentence given	
Date sentenced	
Term of imprisonment, if any, in months	

Criminal conviction 3	
Name under which you were convicted	
Country where you were convicted	
Type of offence	
Sentence given	
Date sentenced	
Term of imprisonment, if any, in months	

2.2b Are you now, or have you ever been required to comply with conditions following release from prison? (for example a period of probation or restricted licence) (✓)

☐ Yes (give details below) ☐ No

Type of condition imposed	
Date condition started	
Term of condition (date of expiry)	

2.2c Did you comply, or are you in compliance with the imposed conditions or restrictions? (✓)

☐ Yes No ☐

2.3 Have you ever been a member of, or given support to, an organisation, which has been linked with terrorism? (✓)

☐ Yes (give details below) No ☐

2.4 Have you, in either peace time or war time, ever been involved in, or been suspected of being involved in, war crimes, crimes against humanity or genocide? (✓)

☐ Yes (give details below) No ☐

2.5 Have you ever been involved in, supported, or encouraged terrorist activities in any country? (✓)

☐ Yes (give details below) No ☐

2.6 Have you ever served in a military force or State-sponsored private militia, undertaken any military or paramilitary training, or been trained in the use of weapons and/or explosives? (✓)

☐ Yes (give details below) No ☐

2.7 Have you ever been deported/removed from Ireland or from any other country? (✓)

☐ Yes (give details below) ☐ No

Date of deportation/removal	
Country deported/removed from	
Country deported/removed to	

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2.8 Are you, or have you ever been, subject to a deportation, exclusion or removal order in Ireland or any other country? (✓)

☐ Yes (give details below) ☐ No

Type of order	
Date of order	
Status of order	

2.9 Have you ever been denied permission to enter or remain in any other country? (✓)

☐ Yes (give details below) ☐ No

Type of permission denied	
Name of country	

2.10 Provide details of all countries you have visited in the last 10 years. If necessary, photocopy this section and submit with this application?

Country	Date of Travel	Reason for visit	Length of stay

You will need to dig out old passports and look for entry and exit stamps for all travel in the last 10 years

Section 3

Applicant's document and evidence checklist

- Please complete this checklist to show what documents you are providing with your application
- If you do not submit evidence to show that you qualify for residence, your application may be considered incomplete and may be refused
- If you wish to send any documents that are not in English, you must get the document translated by a qualified professional translator. The translator must confirm in writing on the translation:
 - ✓ that the translation is a true and accurate translation of the original document
 - ✓ the date of the translation
 - ✓ the full name and contact details of the translator or representative of the translation company
 - ✓ Multilingual standard forms of certain public documents, civil certificates issued within the EU may be available without the necessity to obtain a certified translation. For further details, visit the following webpage:- https://e-justice.europa.eu/551/EN/public_documents
- Immigration Service Delivery will not provide written correspondence acknowledging each document you submit with this application

Description	Tick if you have submitted (✓)	Number of pages	For Official Use
Identity documents			
1. Passport of the applicant			
2. Passport/National Identity Card of the EEA national			
3. 2 passport photos for both the applicant and the EEA national			
Residency documents if renting			
4. Tenancy Agreement			
5. Letter from landlord/letting agent including contact details			
6. Letter from local authority/County Council			
7. Utility bills in your name and the EEA national's name			
8. Bank statements			
9. Evidence of rent payments			
Residency documents if a home owner			
10. Title or Deeds as applicable			
11. Letter from Mortgage Provider/Local authority/County Council			
12. Utility bills in your name and the EEA national's name			

Form EUTR1 (2022-03) - Page 28 of 52

Letter from local Authority is your RTB registration if your landlord has not registered you, just state that on the coverletter

Later when we discuss the Cover letter for the application and the proofs attached, these checklists assist in the formulation of your cover letter

Residency documents if living with a home owner			
13.	Evidence of home ownership, e.g. title deeds/letter from mortgage provider		
14.	Utility bills in the home owner's name		
15.	Letter from the home owner confirming your and the EEA national's residency there		
Residency documents if you are living with a tenant			
16.	Tenancy agreement in their name		
17.	Letter from the tenant confirming the residence of you and the EEA national including contact details		
18.	Letter from landlord confirming the residence of you and the EEA national including contact details		
19.	Utility bills in the tenant's name.		
Evidence of relationship			
20.	Civil marriage certificate		
21.	Recognised civil partnership certificate		
22.	Birth certificate		
23.	Evidence of guardianship/custody papers/ adoption papers		
24.	Evidence of divorce, annulment, dissolution of previous marriage or civil Partnership		
25.	Copy of any previously held residency card in Ireland or any other country		
Evidence of dependency			
26.	Evidence of dependency (such as money transfer receipts, corresponding bank statements etc.) since arrival in the State		
27.	Evidence of dependency (such as money transfer receipts, corresponding bank statements etc.) in the country from which you have come		
28.	Evidence of strictly requiring the care of the EEA national (such as a detailed medical report from a professional registered with the Irish Medical Council)		
29.	Previous immigration or residence documents (such as registration certificates, residence card, residence permit or previous passports) both in the State <u>and</u> in the country from which you have come		
Any other documents			
30.			
31.			
32.			
33.			
34.			
35.			
36.			

Explanatory notes from EU Treaty division

Section 3 Applicant's document and evidence checklist

This section provides a checklist of documentation that may be submitted as evidence of dependence or relationship. An applicant must complete the checklist in this Section to show what documents are being provided with the application by placing a tick (✓) in the boxes that are relevant.

Unless otherwise specified, original documents must not be submitted. Photocopies of the documents listed is sufficient.

Identity documents and civil certificates should be photocopied in colour and photocopies should include all pages (including blank passport pages).

If an applicant wishes to submit any documents that are not in English, the document must be translated by a qualified professional translator. The translator must confirm in writing on the translation

- o that the translation is a true and accurate translation of the original document
- o the date of the translation
- o the full name and contact details of the translator or representative of the translation company

A photocopy of the original document must be submitted with the certified translation of the document.

Immigration Service Delivery will not provide written correspondence acknowledging each document submitted with an application.

A decision will be made on the application based on the information in the application form and any supporting documents submitted with the form.

Applicant's declaration

You (the applicant) must read the declaration below and sign it. It must be signed by you and not by a representative or other person acting on your behalf. If you are under 18, your parent or guardian may sign it.

Warning: If you do not submit a signed declaration your form will be returned to you.

I hereby apply for a residence card for myself. The information I have given is complete and is true to the best of my knowledge. I also declare that the photographs submitted with this form are a true likeness of me. I confirm that if, before my application is decided, there is a material change in my circumstances or new information relevant to this application becomes available, I will inform the EU Treaty Rights Division of the Department of Justice in writing immediately. I understand that any false or misleading information or fraudulent supporting documentation submitted will result in the refusal of this application.

I acknowledge that the EU Treaty Rights Division may make enquiries to confirm any of the details or documents provided by me in this application, including my participation in an interview process.

I am aware that a person who asserts an entitlement to any rights on the basis of information which he or she knows to be false or misleading in a material particular shall be guilty of an offence and shall be liable on summary conviction to a fine not exceeding €5,000 or to a term of imprisonment not exceeding 12 months, or both.

Name of applicant (BLOCK CAPITALS)[illegible]

Date

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

Signed by applicant

--	--

Name of parent/guardian of applicant if aged under 18 (BLOCK CAPITALS)

[illegible]

Date _____

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

Signed by parent/guardian of applicant if aged under 18

Explanator

Form EUTR

Explanatory notes from EU Treaty division

Section 4 Applicant's declaration

This section provide a Declaration which an applicant must read before signing and dating it. The Declaration cannot be signed by a representative of the applicant or some other person acting on the applicant's behalf.

If an applicant is under 18 years of age, the Declaration may be signed by the applicant's parent or guardian.

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If the Declaration is submitted unsigned, the Declaration will be returned to the applicant and the application will not progress further until the signed and dated Declaration is received.

Non-EU Dependant is the Applicant.

EU passport holder is the EU National

EEA national's details

5.1 Surname / family name (as in passport)

[illegible]

5.2 Forename(s) (as in passport)

[illegible]

5.3 Other name(s) (maiden name, name at birth, any other names by which you are or have been known)

[illegible]

5.4 Dates during which you have used this/these names

5.5 Reason for name change (if applicable) (✓)

☐ Marriage/Civil partnership ☐ Divorce ☐ Other

If "other" please explain

5.6 Date of birth

DD / MM / YYYY

5.7 Gender (✓)

☐ Male ☐ Female ☐ Other

5.8 Relationship status (✓)

☐ Single ☐ Married ☐ Recognised Civil partner ☐ Divorced ☐ Widowed

☐ Unmarried Partner ☐ Surviving Recognised Civil Partner

5.9 Nationality

[illegible]

Form EUTR1 (2022-03) - Page 31 of 52

Non-EU Dependant is the Applicant.

EU passport holder is the EU National

E.g.:
Birth names,
adoptive names,
maiden names

**You may want to
bring any Divorce
Degree or
Annulment or
Dissolution of previous
marriages with you to
Ireland
“just in case” it gets
asked for**

In most cases for members of our website this will be South African, but they also hold citizenship of another country>

Nationality is your country of national identity- so if you introduced yourself to someone, would reply I am South African? or would you say Italian because you hold an Italian Passport? what do you identify as?

Citizenship would be another passport you hold, so for example Italian or French

Explanatory notes from EU Treaty division

Section 5

EEA national's details

This section asks for the personal details, including identity, civil status and contact details of the EEA national.

[illegible]

☐ Yes (please tick the relevant box and give dates and details) ☐ No

☐ **Nationality**

DD / MM / YYYY TO DD / MM / YYYY

[illegible]

--	--	--	--	--	--	--	--

[illegible][illegible]

--	--	--	--	--	--	--	--

[illegible]

The proofs you attach need to prove residence here and it is where you and your EU Sponsor live together

Passport number:
Your EU passport as
you are the sponsor
on the application

Immigration history of the EEA national

5.18 What date did you move to Ireland?

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

5.19 How did you enter Ireland? (✓)

☐ Airport

☐ Seaport

☐ Land border

5.20 Where did you arrive in Ireland? (For example, Dublin Airport, Rosslare, Shannon etc.)

[illegible]

5.21 Have you previously resided in Ireland? (✓) If yes give details and dates

☐ Yes (give details below) ☐ No

5.22 How long do you intend to stay in Ireland?

Have you ever lived in Ireland previously? You may need to look in old passports and copy those pages. and include any proof of previous stay

Explanatory notes from EU Treaty division

Section 5A Immigration history of the EEA national

In this section, details requested include details of current entry date to the State and previous visits to the State by the EEA national, if applicable.

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Section 5B EEA national's current activity in Ireland

In this section, the EEA national must specify how they are currently exercising their EU Treaty rights in the State and must fill out the appropriate section(s) – Section A to E.

5.28 Workplace address

[illegible]

5.29 Workplace Eircode

--	--	--	--	--	--	--

5.30 Start date for employment

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

5.31 Type of contract, e.g. fixed term/temporary/permanent

For an EEA national who is self-employed

Complete this section if you are a self-employed EEA national

5.32 Name of business

[illegible]

5.33 Class of self-employment (✓). If other, give details

☐ Sole Trader☐ Partnership

☐ Limited company

☐ Other:

5.34 Type of business (e.g. services offered, products made/sold)

[illegible]

5.35 Address of business

[illegible]

5.36 How do you, the EEA national, advertise the business?

5.37 Contact telephone number of business

[illegible]

5.38 Email address of business

[illegible]

5.39 Website address for the business if applicable

[illegible]

Explanatory notes from EU Treaty division

B. For an EEA national who is self-employed

This section should be completed by an EEA national who is residing in the State and is currently self-employed in the State. Details are requested in relation to this self-employment including the nature of the business, services provided, trading details including registration and tax returns and operation costs.

Make sure you read the checklist as to what documents you need to support your proof of self-employment

5.40 Date business started trading

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

5.41 Number of employees

--	--	--	--	--	--	--	--	--	--

5.42 Date you registered with Revenue for self-assessment

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

5.43 Has a P35 return or equivalent been made for the business? (✓)
☐ Yes ☐ No
5.44 Date on which tax returns are due

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

5.45 Do you pay PRSI? (✓)
☐ Yes ☐ No
5.46 Is the business registered for VAT? (✓)
☐ Yes ☐ No
5.47 Name of accountant/tax advisor if applicable

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

5.48a Are you a director of the company in which you are self-employed? (✓)
☐ Yes ☐ No
5.48b If yes, do you pay PAYE returns? (✓)
☐ Yes ☐ No
5.49 What is your role in the business

5.50 Monthly operating costs

€									
---	--	--	--	--	--	--	--	--	--

5.51 Monthly net income

€									
---	--	--	--	--	--	--	--	--	--

5.52 Hours worked monthly

--	--	--	--	--	--	--	--	--	--

For an EEA national who is studying

Complete this section if you are undertaking a course of study which is on the interim list of eligible programmes (ILEP)

5.53 Name of college/institution

[illegible]

5.54 Name of course

[illegible]

5.55 Qualification

[illegible]

5.56 Awarding body

[illegible]

5.57 Is the course delivered via distance learning? (✓)

☐ Yes☐ No

5.58 Website for college/institution

[illegible]

5.59 Address of college/institution

[illegible]

5.60 Contact telephone for college/institution

[illegible]

5.61 When did your course begin?

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

5.62 When will your course end?

DD / MM / YYYY

Make sure you have checked this study is eligible the programmes listed on the ILEP.

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C. For an EEA national who is studying

This section must be completed by an EEA national who is residing in the State and is currently pursuing a course of study in the State.

Details of the contact details for the college or institution, course details including duration and intended activity on completion. Details are also requested of financial support available including sources of financial resources and evidence of private comprehensive medical insurance cover.

5.63 Intended activity on completion of course

5.64 Please provide details of your financial resources (e.g. unemployment/social assistance, savings, scholarship, bursary, income from relative/friend, income from employment/self-employment/rental property). State how much you receive and how often (e.g. weekly, monthly, annually)

Source of income	How much you receive	How often do you receive it?

5.65 Name of the person(s) providing financial support

5.66 Method of payment (i.e. cash, bank transfer etc.)

5.67 Do you have comprehensive private medical insurance for yourself and your dependents residing with you in Ireland? (✓)

☐ Yes (give details below)

☐ No

Section E

For an EEA national who is residing with sufficient resources

Complete this section if you are residing in the State with enough financial resources available so as not to become a financial burden on the State.

5.77 Date you first resided in the State with sufficient resources

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

5.78 Source of income (✓) If other, give details

- ☐ Pension ☐ Stocks/Shares etc. ☐ Third party funds
☐ Other

5.79 Are you receiving any State funds from this or any other State? (✓)

- ☐ Yes (give details below) ☐ No

5.80 Name of person who owns the funds available to you, the EEA national, their relationship to you and their current place of residence.

5.81 Amount of funds available

€									
---	--	--	--	--	--	--	--	--	--

5.82 If funds are from a third party, please provide details below

Method of payment	Regularity of payments	Amount you receive

Loosely this is described as the Retirement option, the EU member is not looking at work or self employment instead they have sufficient resources not to have to work

Explanatory notes from EU Treaty division

E. For an EEA national who is residing with sufficient resources

This section must be completed by an EEA national who is residing in the State with enough financial resources so as not to become a financial burden on the State.

Details are requested of the level of financial support available including sources of income or financial resources, frequency of income, living expenses and evidence of private comprehensive medical insurance cover.

5.83 Monthly living expenses for you and your dependants

Expenditure	Amount
Rent/Mortgage	
Gas	
Electricity	
Phone	
Food	
Clothing	
Medical Care	
Other	

5.84 Do you have comprehensive private medical insurance for yourself and your dependents residing with you in Ireland? (✓)

☐ Yes (give details below) ☐ No

Insurance provider	
Name of plan and policy number	
When did the plan commence?	
Evidence of payment	

Section 6

EEA national's personal history

- This section asks about any criminal convictions you have.
- This section asks about any involvement you may have had in war crimes, genocide, crimes against humanity or terrorism.
- Please note, if you have received more than 3 charges/indictments/convictions, please photocopy the relevant sections and enclose the completed sections with this form
- If you fail to answer all of these questions as fully and accurately as possible, your application for a residence card may be refused

6.1 Have you ever been charged or indicted in Ireland or in any other country with a criminal offence for which you have not been tried in court? (✓) If you have received more than 3 charges/indictments, please photocopy this page and enclose the completed section with this form

☐ Yes (give details below) ☐ No

Charge/Indictment No. 1	
Name under which you were charged/indicted	
Country where you were charged/indicted	
Type of offence	
Date of trial	

Charge/Indictment No. 2	
Name under which you were charged/indicted	
Country where you were charged/indicted	
Type of offence	
Date of trial	

Charge/Indictment No. 3	
Name under which you were charged/indicted	
Country where you were charged/indicted	
Type of offence	
Date of trial	

Honesty is the best policy in this section with regards to all criminal charges, convictions, refusals of entry and deportations. Note the WARNING.

You may want to include a police clearance just to show you have had no criminal convictions, but this is not a requirement, only an added extra proof, or may help explain any criminal convictions

6.2a Have you ever been convicted of an offence in Ireland or in any other country? (✓) If yes, please provide details for EACH criminal conviction, starting with the most recent one. If you have received more than 2 criminal convictions, please photocopy this page and enclose the completed section with this form.

☐ Yes (give details below) ☐ No

Criminal conviction 1	
Name under which you were convicted	
Country where you were convicted	
Type of offence	
Sentence given	
Date sentenced	
Term of imprisonment, if any, in months	

Criminal conviction 2	
Name under which you were convicted	
Country where you were convicted	
Type of offence	
Sentence given	
Date sentenced	
Term of imprisonment, if any, in months	

6.2b Are you now, or have you ever been required to comply with conditions following release from prison? (for example a period of probation or restricted licence)(✓)

☐ Yes (give details below) ☐ No

Type of condition imposed	
Date condition started	
Term of condition (date of expiry)	

6.2c Did you comply, or are you in compliance with the imposed conditions or restrictions? (✓)

☐ Yes ☐ No

Explanatory notes from EU Treaty division

Section 6 EEA national's personal history

This section asks about any criminal convictions the EEA national may have in Ireland or in any other country as well as about any involvement in war crimes, genocide, crimes against humanity or terrorism. This section also looks for details of the EEA national's travel history as well as details of any immigration permission denied or removal/exclusion from Ireland or any other country.

The information requested in this section is not limited to the period that an EEA national has held Union citizenship.

If additional space is required, the relevant section(s) can be copied and all completed sections enclosed with Form EUTR1.

Failure to answer all of these questions as fully and accurately as possible may result in an application being refused. It is an offence under Regulation 30 of the European Communities (Free Movement of Persons) Regulations 2015 and under Regulation 21 of the European Union (Withdrawal Agreement) (Citizens' Rights) Regulations 2020 to make a statement that is known to be false or misleading.

6.3 Have you, in either peace time or war time, ever been involved in, or been suspected of involvement in, war crimes, crimes against humanity or genocide? (✓)

☐ Yes (give details below) ☐ No

6.4 Have you ever been involved in, supported, or encouraged terrorist activities in any country? (✓)

☐ Yes (give details below) ☐ No

6.5 Have you ever been a member of, or given support to an organisation, which has been associated with terrorism? (✓)

☐ Yes (give details below) ☐ No

6.6 Have you ever served in a military force, or State-sponsored private militia, undergone any military or paramilitary training or been trained in the use of weapons and/or explosives? (✓)

☐ Yes (give details below) ☐ No

6.7 Have you ever been deported/removed from Ireland or from any other country? (✓)

☐ Yes (give details below) ☐ No

Date of deportation/removal	
Country deported/removed from	
Country deported/removed to	

6.8 Are you, or have you ever been, subject to a deportation, exclusion or removal order in Ireland or any other country? (✓)

☐ Yes (give details below) ☐ No

Type of order	
Date of order	
Status of order	

6.9 Have you ever been denied permission to enter or remain in any other country? (✓)

☐ Yes (give details below) ☐ No

Type of permission denied	
Name of country	
Date of denial of permission	

6.10 Provide details of all countries you have visited in the last 10 years. If necessary, photocopy this section and submit with this application

Country	Date of Travel	Reason for visit	Length of stay

You will need to dig out old passports and look for entry and exit stamps for all travel in the last 10 years

6.11 Do you have any children living in Ireland or any other country of whom the applicant is not the parent? (✓) If yes, please provide names, dates of birth and current locations of the children

☐ Yes (give details below) ☐ No

Section 7

EEA national's document and evidence checklist

Evidence of the EEA national's current activity in the State		Tick if you have submitted (✓)	Number of pages	For Official Use
If the EEA national is in employment				
1.	Declaration signed and stamped by employer (appendix 1)			
2.	Signed and dated contract of employment			
3.	2 payslips for each of last three months			
4.	Most recent P60 certificate or Employment Detail Summary or amended tax credit certificate (or equivalent)			
5.	Corresponding bank statements to show earnings			
If the EEA national is self-employed				
6.	Agreed tax assessment from Revenue for last financial year			
7.	Letter of registration for self-assessment of income tax (Revenue)			
8.	Certificate from Companies Registration Office			
9.	Sales/Service invoices for the last 6 months			
10.	Corresponding bank statements for the business for the last 6 months			
If the EEA national is studying				
11.	Letter from course provider, including course description, start date and end date			
12.	Letter from private medical insurance provider for EEA national and dependents			
13.	Copy of private comprehensive health insurance policy			
14.	Evidence of payment of private comprehensive health insurance policy			
If the EEA national is involuntarily unemployed				
15.	Letter from Department of Employment Affairs and Social Protection outlining any benefits which have been received			
16.	Letter from most recent employer outlining circumstances of redundancy			
17.	P45 certificate (or Employment Detail Summary) for last employment			
18.	P60 certificates (or Employment Detail Summary) for previous 2 years			
If the EEA national is residing with sufficient resources				
19.	Evidence of EEA national's financial resources e.g. bank statements			
20.	Letter from Department of Employment Affairs and Social Protection outlining any benefits which have been received			
21.	Letter from private medical insurance provider for EEA national and dependents			
22.	Copy of private comprehensive health insurance policy			
23.	Evidence of payment of private comprehensive health insurance policy			

Later when we discuss the Cover note for the application and the proofs attached, these checklists assist in the formulation of your cover note

Explanatory notes from EU Treaty division

This section provides a checklist of documentary evidence that may be submitted by the EEA national in support of an application including evidence of current activity in the State. The EEA national must complete the checklist in this section by placing a tick (✓) in the relevant boxes to show what documents are being submitted with the application.

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Unless otherwise specified, original documents must not be submitted. Photocopies of the documents listed are sufficient.

Identity documents and civil certificates should be photocopied in colour and photocopies should include all pages (including blank passport pages).

Any documents submitted that are not in English must be accompanied by a certified translation by a qualified professional translator. The translator must confirm in writing on the translation

- o that the translation is a true and accurate translation of the original document
- o the date of the translation
- o the full name and contact details of the translator or representative of the translation company

A photocopy of the original document must be submitted with the certified translation of the document.

Multilingual standard forms of certain public documents, civil certificates issued within the European Union may be available without the necessity to obtain a certified translation. For further details, visit https://e-justice.europa.eu/551/EN/public_documents

EEA national's declaration

You (the EEA national) must read the declaration below and sign. It must be signed by you and not by a representative or other person acting on your behalf. If you are under 18, your parent or guardian may sign it.

Declaration

The information I have given is complete and is true to the best of my knowledge. I also declare that the photographs submitted with this form are a true likeness of me. I confirm that if, before my application is decided, there is a material change in my circumstances or new information relevant to this application becomes available, I will inform the EU Treaty Rights Division of the Department of Justice in writing immediately. I understand that any false or misleading information or fraudulent supporting documentation submitted will result in the refusal of this application.

I acknowledge that the EU Treaty Rights Division may make enquiries to confirm any of the details or documents provided by me in this application, including my participation in an interview process.

I am aware that a person who asserts an entitlement to any rights on the basis of information which he or she knows to be false or misleading in a material particular shall be guilty of an offence and shall be liable on summary conviction to a fine not exceeding €5,000 or to a term of imprisonment not exceeding 12 months, or both.

Name of EEA national (BLOCK CAPITALS)

[illegible]

Date _____

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

Signed by EEA national

Name of parent/guardian of EEA national if aged under 18 (BLOCK CAPITALS)

[illegible]

Date _____

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

Signed by parent/guardian of EEA national if aged under 18

--

Explanatory notes from EU Treaty division

Section 8

EEA national's declaration

The EEA national must read the Declaration in this section, which must be signed and dated by the EEA national. The Declaration cannot be signed by a representative of the EEA national or other person acting on behalf of the EEA national.

If the EEA national is under 18 years of age, a parent or guardian of the EEA national (other than the applicant) may sign the Declaration.

If the Declaration is submitted unsigned by the EEA national, the Declaration will be returned to the applicant and the application will not progress further until the signed and dated Declaration is received as appropriate.

**Non-EU Dependant
is the Applicant.**

EU passport holder is the EU National

EEA national's declaration of employment

- If the EU member is not employed at the time you send off this document, then follow up when they are employed with this section filled out and the coverletter**

[illegible][illegible][illegible]

--	--	--	--	--	--	--	--

[illegible]

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

€							
---	--	--	--	--	--	--	--

A9 Frequency of payment (✓)

☐ Weekly ☐ Monthly ☐ Annually

A10 Please indicate what type of employment this is (✓)

☐ Permanent full time ☐ Part time ☐ Temporary

If you answered temporary, please give the expected duration of the contract

Explanatory notes from EU Treaty division

Appendix A

EEA national's declaration of employment

Appendix A asks about the EEA national's current employment details, including employer details, evidence of wages and type of employment contract.

If the EEA national currently has more than one employment, both Appendix A and B should be copied. The EEA national should complete Appendix A for every current employment and enclose with the application.

The EEA national should provide proof of income or salary in respect of each employment. Wage slips for the last three months and bank statements showing receipt of income should be provided.

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The EEA national should be aware that failure to answer all of these questions as fully and accurately as possible or providing any false or misleading information or fraudulent supporting documentation may result in the refusal of the application.

It is an offence under Regulation 30 of the European Communities (Free Movement of Persons) Regulations 2015 and under Regulation 21 of the European Union (Withdrawal Agreement) (Citizens' Rights) Regulations 2020 to make a statement that is known to be false or misleading. Any person who asserts an entitlement to any rights on the basis of information which he or she knows to be false or misleading in a material particular shall be guilty of an offence and shall be liable on summary conviction to a fine not exceeding €5,000 or to a term of imprisonment not exceeding 12 months, or both.

Immigration Service Delivery may contact the employer(s) to verify the information provided.

Employer's declaration

- This section must be completed in full and submitted with your application form and should be stamped where applicable.
- It must be signed and dated by your employer/s
- ISD may contact your employer to verify the information provided

B1 Name of business or company

[illegible]

B2 Type of business (e.g. services offered, products made/sold)

[illegible]

B3 Address of business

[illegible]

B4 Business Eircode

--	--	--	--	--	--	--	--

B5 Contact telephone number for business

[illegible]

B6 What date did this person start their employment with the business?

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

B7 How many hours per week do they work on average?

--

B8 Salary/Wages

€							
---	--	--	--	--	--	--	--

B9 (✓) Frequency of payment

- ☐ Weekly ☐ Monthly ☐ Annually

Explanatory notes from EU Treaty division

Appendix B

Employers Declaration

Appendix B must be completed in full by the EEA national's current employer and submitted with a completed application form. It must be signed, dated and, where applicable, stamped by the employer of the EEA national. If the EEA national has more than one employer, a separate Appendix B must be fully completed in respect every employment and enclosed with the application.

Immigration Service Delivery may contact the employer(s) to verify the information provided.

B10 Method of payment (✓)

B11 Please indicate what type of employment this is (✓)

B12 Name (employer or authorised person)

[illegible]

B13 Position held in the company

--

I can confirm that _____ (name of employee) has been, and is currently, employed by _____ (name of company) as set out above.

B14 Signature _____

B15 Date

D	D	/	M	M	/	Y	Y	Y	Y
---	---	---	---	---	---	---	---	---	---

B16 Company stamp or seal (If you do not have one, state "none")

--

Notes and the Covernote:

Completed application forms should be sent by registered post to:

EU Treaty Rights Division,
Immigration Service Delivery,
Department of Justice,
13/14 Burgh Quay,
Dublin 2,
D02XK70

- All supporting documents must be in English or accompanied by a full translation.
- **NOTE:** Almost all South African documents are in English, however, some people, for example have married/born in other countries and may need translation certification.
Each translated document must contain:
 - o confirmation from the translator that it is an accurate translation of the original document,
 - o the date of the translation,
 - o the translator's full name and signature, and
 - o the translator's contact details.
- Photocopy that member's Passport in full, including front and back covers and must be done **after arrival** so that it displays the entry stamp into Ireland.
- Home Affairs Full Versions (unabridged) are stamped and certified on collection, look at the document it should have a HA stamp on it. This is the Legislative Stamp to prove it is an official document of SA.
- Photocopy (in Colour) the EU member's passport in full including front and back cover. EU member's passports do not get stamped on entry or exit from the EU
- Photocopy (in Colour) all Marriage and Birth certificates as required.
- Photocopy all supporting documents in colour or black and white (proofs)
- **READ** the document in full before filling it in

- Include a **Covernote** for the application.
 - o Include the details of the EU sponsor and each of the Applicants
 - o Include how they can contact you by mobile phone, email and address
 - o Include the passport numbers and the address you are resident at
 - o Include a brief description of the EU member's current activities

(e.g.: I am employed/ I am seeking work/ I am starting a business/ I am about to start studying/ I would like to show I am moving with sufficient resources, whichever the case for your applications)

 - o Acknowledge and list the documents you have included in the application
 - o Acknowledge and list the documents you are missing and still need to send to the _____ department. Acknowledge that you will submit these documents as soon as possible
 - o Use the checklists to ensure you know what is included and what is missing
- It is recommended you keep this application tidy and neat. Place each Applicant's form and their personal proofs in plastic folders. Place all the EU member's proofs in a plastic folder with the proofs that apply to _____ all applicants (e.g.: proofs of residence). Place all the applications in 1 large envelope together as a family and send by registered mail to the address above.
- Any further correspondance, it is recommended to be done by email (should you simply be asking a query) and by registered mail should that be a document or proof needing to be updated.

Email Eutreatyrights@justice.ie for any clarity on ANYTHING contained in the forms
- Any change in circumstances from the moment of application for the next 5 years need to be communicated with Eu Treaty Rights division
 - o Eu treaty application EUTR1 form
 - o For 5 year IRP decision
 - o For the next EU3 application for extending the residency. This needs to be done 6 months before expiry of 5 year stamp.
 - o If there are any changes in name, address, and the status of the EU member (E.g.: employment, self employment, self-sufficiency, study or involuntarily unemployed) if the EU member should leave the country, pass-away (deceased) or Separated/ Divorced/ Married etc

Explanatory Leaflet for Form EUTR1

Please read the information below carefully before you submit your application.

Who is this form for?

Form EUTR1 is to be used by each non-EEA national applying for a residence card as a qualifying family member of an EEA national under the European Communities (Free Movement of Persons) Regulations 2015 as amended, where the applicant and the EEA national are intending to reside in the Republic of Ireland (the "State") for a period greater than 3 months in the following circumstances:-

- The non-EEA national is living in the State
- The EEA national is living in the State
- The EEA national is exercising their EU Treaty Rights in the State (employed, self-employed, residing with sufficient resources, studying or involuntarily unemployed)
and
- The non-EEA national is a qualifying family member of an EEA national

Form EUTR1A may also be used by each non-EEA national family member of a United Kingdom national applying for a Residence Document as a Qualifying Family Member of a United Kingdom national under the European Union (Withdrawal Agreement) (Citizens' Rights) Regulations 2020 and the relevant provisions of the 2015 Regulations. References to EEA national in the form and this leaflet shall be deemed to also apply to a United Kingdom national who satisfies the relevant criteria under the Withdrawal Agreement.

A permitted family member of an EEA national should not submit an application on Form EUTR1 but instead should apply on Form EUTR1A, which is available on the Immigration Service Delivery (ISD) website at <https://www.irishimmigration.ie>

Who are qualifying family members?

A **qualifying family member** is a non-EEA national who is:-

- the spouse or recognised civil partner* of an EEA national, or
- a direct descendant (child, grandchild, etc.) of an EEA national or of their non-EEA spouse or civil partner and who must be aged under 21 years;
- a direct descendant (child, grandchild, etc.) of an EEA national or of their non-EEA spouse or civil partner and who must be dependent on the EEA national
- a dependent direct relative in the ascending line (parent, grandparent, etc.) of an EEA national or of their non-EEA national spouse or recognised civil partner.

Immigration Service Delivery's Explanatory Notes

Who are permitted family members?

A **permitted family member** is a non-EEA national who is:-

- a de facto partner of an EEA national in a durable relationship, or
- a member of the family of an EEA national who is not a qualifying family member (see below) and who, in the country from which they have come:-
 - a. were a dependent of the EEA national;
 - b. were a member of the household of the EEA national
 - c. strictly required the personal care of the EEA national because of serious health grounds.

What does civil partner mean in the context of qualifying family member?

A **civil partner** for the purpose of the qualifying family member definition above refers to same sex civil partners. Civil partnerships entered into before the commencement of the Marriage Act 2015 may apply using Form EUTR1 while civil partnerships entered into after the commencement of the Marriage Act 2015 may apply using Form EUTR1A.

If you are unsure as to which form you should complete, you can contact EU Treaty Rights Division by email at eutreatyrights@justice.ie before you complete and submit your application.

What does exercise of EU Treaty Rights mean?

An EEA national residing in the State exercises their rights under the Regulations and the Directive by engaging in one of the following activities, as outlined in Regulation 6(2) of the Regulations of 2015. The EEA national must be engaged in one or more of these activities in order for a family member to qualify for residence under EU Treaty Rights. These details must be provided in Section 5 of the application form.

A. Employment

Where the EEA national is working for an employer in the State. This may include vocational training programmes and some non-proprietary directors of a registered company.

B. Self-employment

Where the EEA national is a sole trader, engaged in a business partnership, or is a proprietary director of a registered company operating in the State.

C. Studying

Where the EEA national is engaged in a course of study with a qualifying and accredited educational institute or college in the State and is in possession of comprehensive sickness or health insurance cover in respect of themselves, their spouse, and any dependents.

Immigration Service Delivery's Explanatory Notes

D. Involuntary unemployment

Where the EEA national has been employed in the State for more than one year but has become involuntarily unemployed, and has registered as a job seeker with a relevant office of the Department of Social Protection.

E. Residing with sufficient resources

Where the EEA national has sufficient resources to maintain themselves and any dependents in the State and is in possession of comprehensive sickness or health insurance cover in respect of themselves, their spouse, and any dependents. An EEA national residing on this basis must have sufficient resources such that they would not become a burden on the social assistance system of the State.

What is the relevant legislation?

Directive 2004/38/EC on the right of citizens of the Union and their family members to move and reside freely within the territory of the Member States (the "Directive") is given effect in Ireland by the European Communities (Free Movement of Persons) Regulations 2015 (the "Regulations").

The Directive and the Regulations apply to citizens of the European Union, citizens of EEA Member States and citizens of Switzerland who move to or reside in a Member State other than that of which they are a national, and to their family members who accompany or join them.

Under Regulation 6 of the Regulations of 2015, a qualifying family member of a Union citizen seeking to reside on that basis should apply to the Minister for Justice for a residence card under Regulation 7 of the Regulations of 2015.

Under Regulation 5 of the Regulations of 2015, a permitted family member of a Union citizen seeking to reside on that basis should apply to the Minister for Justice to be treated as a permitted family member. If a decision is made that a person can be treated as a permitted family member, the Minister will then consider if that person has a right to a residence card under Regulation 7 of the Regulations of 2015.

Citizens' Rights entitlements guaranteed to United Kingdom nationals and their family members are given effect in Ireland under the European Union (Withdrawal Agreement) (Citizens' Rights) Regulations 2020 and the relevant provisions of the 2015 Regulations.

What will my immigration status be during the application process?

You may be provided with an immigration stamp that will be valid for the period of the residence application process. This will enable you to remain in Ireland during this period.

Please note that receipt of this endorsement is not an acknowledgement of an entitlement to a residence card or document. This will be determined in due course when your application is either approved or refused.

Immigration Service Delivery's Explanatory Notes

What should I do if there is a change in my circumstances?

If you have a change in circumstances while your application is being processed, for example:

- If you change your personal details (your name, nationality or family status)
- If your contact details change (your address or representative)
- If there is a change in other circumstances (your EEA national family member leaves Ireland)
- If there is a change in the activities of your EEA national family member

you must inform EU Treaty Rights Division in writing immediately either at the postal address below or by email to eutreatyrights@justice.ie and provide any relevant supporting documentation. Failure to do so may result in your application being refused. Please include your Person ID and your Application Reference on any written or email communication.

The onus is on an applicant to keep EU Treaty Rights Division updated regarding his/her circumstances and to submit any relevant supporting documents in relation to new circumstances. Any person seeking to assert rights or entitlements under the Regulations is under an obligation to ensure that they comply with all appropriate provisions of the Regulations. Failure to comply may result in the person being guilty of an offence or offences as provided for in Regulation 30 of the Regulations of 2015 and Regulation 21 of the Regulations of 2020, and that person may be liable to the sanctions set out therein.

How to complete this form?

Please ensure that all required documents are submitted with your application form. A decision will be made on your application based on the information contained in your application form and the supporting documents which you submit. No further information or documentation will be requested. The onus is on you, the applicant, to submit the necessary evidence to support your application. To avoid delay, please observe the following:-

- You must complete a separate application for each non-EEA national family member, including each child under 18 years of age.
- Please complete this form in CAPITAL letters
- Please ensure to leave a space between each word
- You (or the EEA national) must place a tick (✓) in the boxes that are relevant to your application
- You and the EEA national must complete in full all sections of this form which are relevant to you.
- You must submit photocopies of supporting documents for each application. Please refer to the section below titled "*What documentation is required to support an EUTR1 application*". **No original documents should be sent with your application form.**
- If you or the EEA national are unable to provide any of the information requested at this time, please explain the reason in writing and enclose with this application.
- Both the applicant and the EEA national must sign the Data Privacy Notice on page 6.

Immigration Service Delivery's Explanatory Notes

You must send your completed application form and any supporting documents you wish to provide by post to the address below

**EU Treaty Rights Division
Department of Justice
Immigration Service Delivery
13/14 Burgh Quay,
Dublin 2, D02 XK70**

If you choose to send your application by registered post you can track it on the An Post website, www.anpost.ie

- Your application may be delayed if you do not send it by post to the address listed above
- We recommend you send your application by Registered Post

What is the Data Privacy Notice and why do I have to sign it?

All information provided will be treated in confidence but may be disclosed to other Government Departments, agencies, the Garda Síochána, local authorities, foreign governments or other bodies under Section 8 of the Immigration Act 2003 and Regulation 26 of the European Communities (Free Movement of Persons) Regulations 2015, for purposes connected to the application and derived benefit, where applicable

Both the Directive and the Regulations allow for extensive examination of the personal circumstances of applicants. EU Treaty Rights Division requires the information requested in the application form to assist in conducting a full and complete examination of an application.

EU Treaty Rights Division fully respects an applicant's right to privacy. Personal details will be treated with the highest standard of security and confidentiality and strictly in accordance with appropriate Data Protection legislation.

An applicant does not have to provide the information requested by EU Treaty Rights Division. However failure to provide some or all of the required information and/or documentary evidence requested by EU Treaty Rights Division may have an adverse effect on the outcome of an application.

The Data Privacy Notice must be completed, signed and dated by both the applicant and the EEA national.

What documentation is required to support an EUTR1 application?

When submitting documents please note the following:

- All supporting documents submitted must be **photocopies** unless otherwise specified during the application process or in the list of documentation below.
- Passports should be photocopied in colour, and photocopies should include **all** pages of the passport including blank pages.
- Other documents can be submitted as colour or as black-and-white photocopies
- Photocopied pages of multiple-page documents should be stapled together.
- Civil certificates (e.g. marriage certificates and birth certificates) should be photocopied in colour and should include any Apostilles or legalisation stamps. Copies of translations of documents should also be supplied where appropriate.
- Any documents that are not in English must be accompanied by a certified translation.
- Multilingual standard forms of certain public documents, civil certificates issued within the European Union may be available without the necessity to obtain a certified translation. For further details, visit https://e-justice.europa.eu/551/EN/public_documents

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-
- Do not submit original IRP Certificates of Registration – a holder of an IRP card is required to be in possession of it at all times.
 - Do not submit documents that have not been requested.
 - Please note that the list below is not exhaustive and further documentation may be requested.

Immigration Service Delivery's Explanatory Notes

(a) Evidence of identity

For the applicant:

- ☐ A valid passport (colour photocopy of all pages including blank pages)
- ☐ Two passport-size photos of the applicant (signed on back)

For the EEA national:

- ☐ A valid passport or National Identity Card (colour photocopy of all pages including blank pages)
- ☐ Two passport-size photos of the EEA national (signed on back)

(b) Evidence of relationship with the EEA national

For a spouse or recognised civil partner of an EEA national:

- ☐ Marriage or recognised civil partnership certificate showing family relationship with the EEA national
- ☐ Evidence of cohabitation (e.g. tenancy agreements, utility bills)
- ☐ Evidence of a relationship (e.g. evidence of jointly-owned assets, evidence of shared bank accounts or insurance, evidence of shared travel, birth certificates of any children of the partnership)
- ☐ If either person was previously married or in a civil partnership, a decree or other evidence of divorce, dissolution, annulment, or legal separation, or a death certificate as appropriate

For a child or grandchild of the EEA national or the spouse/recognised civil partner of the EEA national:

- ☐ Birth certificates and/or marriage certificates showing family relationship with the EEA national
- ☐ Evidence of custody arrangements in the case of a child or grandchild of the EEA national or of their spouse/recognised civil partner, if applicable

For a dependent child or grandchild of the EEA national or the spouse/recognised civil partner of the EEA national or a dependent parent or grandparent of the EEA national or the spouse/recognised civil partner of the EEA national:

- ☐ Birth certificates and/or marriage certificates showing family relationship with the EEA national
- ☐ Documentary evidence from the relevant authority of the country from which the applicant has come that the applicant is a dependent of the EEA national (e.g. evidence of financial support such as bank statements, financial transfers, employment documents, tax documents)
- ☐ Documentary evidence that the applicant is a dependent of the EEA national in the State (e.g. evidence of financial support such as bank statements, financial transfers, rental receipts, receipts for purchase of essential goods or services)
- ☐ Evidence of serious health grounds that strictly require the personal care of the applicant by the EEA national (e.g. original medical reports from a physician or hospital)

Immigration Service Delivery's Explanatory Notes

(c) Evidence of residence of applicant and EEA national in the State

If renting:

- ☐ Letter from landlord/agency or tenancy agreement
- ☐ Letters of Registration of Tenancy from the Residential Tenancies Board (if applicable)
- ☐ Utility bills for the applicant and the EEA national
- ☐ Evidence of rental payments and corresponding bank statements

If residing at a property owned by the applicant or EEA national:

- ☐ Letter from mortgage provider, local authority or County Council
- ☐ Title or deeds of the property as applicable
- ☐ Utility bills for the applicant and the EEA national

Other evidence of residence may be considered if deemed satisfactory. If not renting or a homeowner, then the person you are living with should provide the above documents with a written declaration of your residence from the landlord or homeowner in addition to any other evidence of your residence.

(d) Evidence of current activities of the EEA national in the State

If the EEA national is in employment:

- ☐ Current letter from employer with full contact details of employer for confirming employment (e.g. for human resources or personnel manager, owner of the business, or manager in the workplace)
- ☐ Letter from employer or contract of employment setting out terms and conditions of employment with full contact details
- ☐ Two recent payslips
- ☐ Most recent P60 (or Employment Detail Summary) or Tax Credit Certificate
- ☐ Bank statements evidencing receipt of wages for employment
- ☐ Letter from professional registration or licensing body confirming status (if applicable)

If the EEA national is self-employed:

- ☐ Agreed Tax Assessment from the Revenue Commissioners for the last financial year (if applicable) or Letter of Registration for Self-Assessment (Income Tax) from the Revenue Commissioners
- ☐ Receipts issued for sales or services or other evidence of trading in the last six months
- ☐ Bank statements of the business for the last six months
- ☐ Companies Registration Office certificates (if applicable)
- ☐ Letter from professional registration or licensing body confirming status (if applicable)

If the EEA national is studying:

- ☐ Letter from college/course provider which must be accredited by the State providing evidence of registration, course delivery details including start date and completion date
- ☐ Letter from private medical insurance provider confirming private comprehensive medical insurance cover for the EEA national and any dependents during the period of study
- ☐ Evidence of financial resources and corresponding bank statements for the period of study

If the EEA national is involuntarily unemployed:

- ☐ Current letter from Department of Social Protection with details of any benefits received including any current claims

Immigration Service Delivery's Explanatory Notes

- ☐ Letter from last employer stating period of employment and circumstances of termination of employment
- ☐ P60s (or Employment Detail Summary) for last 2 years of employment
- ☐ P45 (or Employment Detail Summary) for last employment

If the EEA national has sufficient resources:

- ☐ Evidence of financial resources and corresponding bank statements
- ☐ Current letter from Department of Social Protection, with details of any benefit claims, or stating that there are no claims (as applicable)
- ☐ Letter from private medical insurance provider confirming private comprehensive medical insurance cover for the EEA national and any dependents
- ☐ Evidence of financial resources (e.g. bank statements)
- ☐ Evidence of the source of funds (e.g. pension, financial investments) and corresponding bank statements

(e) Supplementary details, if applicable

- ☐ For minor children applicants, evidence of residence such as letter from school, crèche or other education establishment
- ☐ Letter from child's doctor as evidence of residence
- ☐ Immunization passport or equivalent, if applicable
- ☐ A letter of consent from the absent parent/guardian permitting the child to reside in the State, if only one parent or legal guardian of the child is to reside in the State with the child

Note: If for any reason an applicant and/or EEA national cannot supply some or all of the required documentation above, a written statement explaining why should be included with the application. Provision of some or all of the above documentation is not a guarantee of a successful application.

