



SOCIAL EMPLOYMENT FAMILY

LAYING ROOTS

Authorisation of temporary residence for exceptional circumstances

If my application is approved, what should I do?

Within one month of notification of the residence being granted you must:

- Enrol and/or register with the Social Security, with the same company that appears in the contract which was delivered in the document.
- Apply for the Foreigner's Identity Number (NIE) at the immigration offices or police stations in the region where residence was applied for. Appointments are required.
- At the time of processing your fingerprints, you will need to provide your passport, travel document or registration certificate to prove your identity and:
 - Application for a Foreigner's Identity Number, with the official form (EX-17), available at http://extranjerosempleo.gob.es/es/ModelosSolicitudes/Mod_solicitudes2/
 - Proof of payment of the card fee.
 - Accreditation of Social Security registration.
 - Three recent photographs in colour with a white background of passport size.

Links of interest:

More information on the MIGRATION PORTAL
<http://extranjerosempleo.gob.es/>

Immigration office – pre-booked appointments
<https://bit.ly/2OeQcCN>

Download application forms
<https://bit.ly/2XHhK6H>

Download fee payment form
portal de Internet de la Secretaría de Estado de la Función Pública



Contact information:



Types and requirements

1 SOCIAL

- Not being an EU citizen.
- Not having a criminal record in Spain or home country.
- Having been in Spain for 3 continuous years.
- Having a social report issued by the Autonomous Community.
- Having a 1-year employment contract (general case) or counting on economic means (not welfare) from relatives.

2 FAMILY

- Not being an EU citizen.
- Not having a criminal record in Spain or home country.
- Being the parent of a Spanish minor, or the child of a parent originally from Spain.

3 EMPLOYMENT

- Not being an EU citizen.
- Not having a criminal record in Spain or home country.
- Having been in Spain for 2 continuous years.
- Providing employment history of at least six months.

ON HUMANITARIAN GROUNDS

Illness:

- Acquired in Spain.
- Serious.
- Difficult to cure and treat in the home country.
- The transfer back to the home country poses a danger to the individual.
- A laying roots report is not required, only the criminal record certificate from the home country and proof of 3 years of continued residence in Spain.

Domestic violence:

- Not being a citizen of any EU member state.
- Having reported being a victim of domestic abuse, and be able to provide one of these documents:
 - A protection order, by the competent judicial authority.
 - A report from the public prosecutor's office indicating the existence of signs of domestic abuse.
- The definitive concession requires that the criminal proceedings conclude with a conviction or judicial ruling whereby the woman has been a victim of domestic violence, including the dismissal of the case because the accused is unaccounted for or where a stay of proceedings is declared due to the expulsion of the defendant.

Procedures to follow

For all cases:

- A full copy of a valid passport (with a minimum validity of 4 months from this point).
- Criminal record certificate from the home country, legalised, apostilled and translated by a sworn translator.
- Proof of continued residence in Spain: Valid documents.
 - Certificate of registration of residence history.
 - List of medical check-ups.
 - Courses and training.
 - Certificates from organisations or NGOs.
 - Any document from public entities bearing the date and name of the concerned person.
- Application form, official model (EX-10) in duplicate. Completed and signed.

Specific documentation for each type of settlement

1 SOCIAL

- Favourable social report.
- Having foreign (legalised) or Spanish family ties.
- Proof of family ties (birth certificates, marriage certificates, etc.) legalised/apostilled and translated.
- Proof of livelihood: minimum employment contract of one year or family savings.

2 FAMILY

- Certificates proving the family relationships (birth certificates, marriage certificates, etc.), legalised/apostilled and translated.
- Proof of means of livelihood: either by own means, by an employment contract of at least one year (proving the economic solvency of the company) or by economic means of the family member which must be similar to those of family reunification.
- Working family member: similar to reunification, family member's contract plus six payslips.

3 EMPLOYMENT

Documentation accrediting the existence of labour relations, which may be:

- Legal ruling or record of the conciliation hearing in a court that recognizes it, or
- Confirmatory administrative resolution of the infraction record from the Labour and Social Security Inspectorate that accredits it.

Important note:

Documents from other countries:

- * They will be translated into Spanish or the co-official language of the region where they are requested by a sworn translator recognised by the Ministry
- * They will be legalised.

Copies of documents will be provided, displaying originals when submitting the application.

Where should I submit my application?

- At the immigration office of the region in which the applicant is residing.
- Pay the temporary residency fee for exceptional circumstances within ten working days. Form 790 codes 052, section 2.5.
- The resolution period is three months counted from the following day of registration to processing.