

UK Nationals: Residency

JULY 2020

THIS INFORMATION HAS BEEN ISSUED BY THE NATIONAL POLICE IN FUENGIROLA AND GIVES SOME GENERAL GUIDELINES ABOUT THE NEW PROCEDURE REGARDING THE NEW TIE-CARDS FOR UK NATIONALS

THIS INFORMATION IS FOR UK NATIONALS WHO MAY EXCHANGE THEIR RESIDENCY DOCUMENT INTO THE NEW TIE-CARD THAT SHOULD BE DONE BEFORE DECEMBER 31ST. IT IS NOT OBLIGATORY.

The National Police has recommended that UK Nationals who **already got a Spanish residency** (green A-4 size certificate/card) now ask for an appointment at their office which is situated in Fuengirola, Avenida de los Condes de San Isidro 98). All UK nationals **who apply for residency for the first time will have to make an appointment at the Foreigners Office in Malaga (Extranjeria)**. They will not be attended in Fuengirola.

What documents do I need to present to exchange my residency document into a TIE-card?

This information is **ONLY** for UK nationals who got a residency recently (less than 5 years ago) and for nationals who are in possession of a permanent residency.

You have to make an appointment online on:

<https://sede.administracionespublicas.gob.es/icppplus/index.html>

Choose the province MALAGA, then open the menu and click on:

"POLICIA-EXP.TARJETA ASOCIADA AL ACUERDO DE RETIRADA CIUDADANOS BRITANICOS Y SUS FAMILIARES (BREXIT)"

Automatically you come to the information site to download the application form "EX-23" and the form to pay the fee (form 790, código 012)

ENTER the next page and fill in your NIE-number and name. **ACCEPT** and click on SOLICITAR CITA. In the menu choose CNP FUENGIROLA. Then fill-in a Spanish mobile telephone number and email. **CONTINUE** and choose one of the dates shown on the screen. Confirm your appointment date. A code number will be sent to your email that you have to enter to confirm your appointment. Print the confirmation of your appointment to present it on the day.

What documents do I have to present the day of my appointment?

- **Application form filled in** — (EX-23) this can be downloaded and printed when applying for appointment on the internet site
- **Original passport and photocopy.**
- **Payment of fee** of 12 € at any bank (on form 790, código 012, to be individually filled-in online, validate and printed) from the appointment site where you also find the EX-23 form. Click on "Certificado de registro de residente comunitario o...", then click on "efectivo" (cash) at "forma de pago" (way of payment). Fill-in the code that is shown and finally confirm ("validar/descargar") and print the form to take it to the bank for payment.
- **One photo, passport size** (colour photo with white background, 32x26mm, as per information page)
- **Updated padron certificate** ("volante or certificado de empadronamiento"), in case that your address has changed (and is different than the one being mentioned on your residency document (original and a copy).
- **Original green certificate or card of your residency**
- Children have to be accompanied by their parents or a person with a legal power of attorney

You will not have to bring any proof of social security, income or similar. The TIE-card may be used as an official document of identification and is either issued for 5 years or 10 years (for UK nationals holding the permanent residency).

This is a general information only as the National Police Office points out that general procedure may vary pending on individual situation of applicant.

IF YOU NEED MORE INFORMATION, DON'T HESITATE TO CONTACT US

MIJAS FOREIGNER'S DEPARTMENT

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