



IMPORTANT NOTICE

Within the framework of control and updating operations of the Municipal Population Register, as provided in Article 78 of the Regulation on Population and Territorial Demarcation of Local Entities, periodic checks of residence in the municipality will be carried out for foreign nationals who are not required to renew their registration every two years: the NON-ENCARP (citizens of the European Union and of the States party to the Agreement on the European Economic Area, as well as those who, without belonging to these countries, hold a residence card under the community regime (as family members of EU citizens), and those who hold long-term residence permits).

EU / EEA CITIZENS

Nationals of the European Union, Iceland, Liechtenstein, Norway, or Switzerland.

PERMANENT RESIDENCE

Foreign nationals with a Long-Term Residence Card or Community Regime Residence Card.

MANDATORY CONFIRMATION DEADLINES:

Every two years, if not registered in the Central Register of Foreigners (RCE).

Every five years, if registered in the Central Register of Foreigners (RCE) and either: their residence authorization has expired, or their EU citizen registration certificate was issued more than five years ago.

PLACE: Municipal Population Register Office or Electronic Headquarters (online platform).

You must present your **passport or identity document**, and your valid original **NIE/TIE**.

LEGAL BASIS: Resolution of April 29, 2020, of the Undersecretariat, publishing the Resolution of February 17, 2020, of the Presidency of the National Statistics Institute and the Directorate-General for Autonomous and Local Cooperation, which establishes technical instructions for City Councils regarding the management of the Municipal Population Register, section 7: Procedure for periodic verification of residence of foreign nationals who are not required to renew their registration (NO_ENCARP).

Failure to confirm will result in the initiation of an administrative removal procedure (deregistration ex officio) due to improper registration.