

## Municipal administration of Dippach

### Change of habitual residence from abroad

For registration in the municipal register of natural persons, the person concerned has to present the following **original** documents :

- Birth certificate
- Marriage / divorce certificate (*for married or divorced persons*)
- Partnership certificate registred in Luxembourg (*Otherwise a transcription has to be done with the General Prosecutor's Office in Luxembourg-City → Cité Judiciaire – Plateau du St. Esprit*)

**The civil status certificates have to be recent (less than 6 months) translated into French, German or English, otherwise international civil status certificates.**

- Declaration of departure from the former municipality / sworn statement
- Registration certificate of the joined EU citizen (*in case of family members / long-term relationship → Ministry of Foreign Affairs – Direction of Immigration*)
- Proof of the family link with the accompanied / joined EU citizen (*descendant & ascedant*)
- A sale / rental contract or a notarial deed of purchase
- Owner's agreement (*accommodation sheet + a copy of his identity card*)
- Valid identity card / passport
- 1 recent photo (*45x35mm, in color, on a light background, full face and bare head*)

#### Salaried worker :

- Valid employment contract / promise of employment

#### Non worker :

- Employment contract abroad
- Proof of sufficient recurrent financial resources
- Health insurance (*certificate, etc. for himself and his family members*)
- Formel obligation

### Independent worker :

- Business licence / licence to practice in Luxembourg
- Service contract

### Student :

- Proof of sufficient recurrent financial resources
- Formel obligation
- Health insurance : Affiliation certificate → see **Centre Commun de la Sécurité Sociale**  
125, route d'Esch L-1471 Luxembourg / Tel.: 40141-1
- Proof of registration in an approved public / private education establishment in Luxembourg  
(e.g. : *University*)

### + Arrival declaration (outside the EU)

A person who's coming from a third country have to go first to the Ministry of Foreign Affairs and be provided with :

- Temporary residence permit (VISA) issued by the Directorate of Immigration
- Valid Visa
- Valid residence permit issued by another EU member state

#### **Ministère des Affaires étrangères**

#### **Direction de l'Immigration**

*Service des étrangers*

26, route d'Arlon L-1140 Luxembourg

Adresse postale : B.P. 752 L-2017 Luxembourg

Central téléphonique : 247-84565 du lundi au vendredi 9h - 12h et 14h-16h

### Online change of residence

A new procedure is now available in the event of a move (*within Luxembourg territory from one municipality to another, within the municipality, or abroad*) → see **MyGuichet** ([www.myguichet.lu](http://www.myguichet.lu))

### Declaration of the dog :

- A veterinary certificate to be issued by an approved veterinarian in Luxembourg
- A valued insurance certificate for the civil liability of the holder of the dog