



DEPARTMENT OF JUSTICE AND EQUALITY
IRISH NATURALISATION & IMMIGRATION
SERVICE

DATE STAMP

(FOR OFFICE USE ONLY)

Application for Immigration Permission
for a De Facto Partner

De Facto 1 Sept 2017

This form is to be completed by the De Facto partner applying for permission to remain in the State on the basis of **De Facto Partnership with an Irish National or legal resident in Ireland on a Stamp 1, 4 or 5 (the Sponsor)**, as set out in **Policy Document on Non-EEA Family Reunification** available at INIS website: www.inis.gov.ie

This form should be completed by a person who is unable to register with the Garda National Immigration Bureau as the de facto partner of an Irish National or legal resident on stamp 1,4 or 5. **Do not complete this form if applying for residence under EU Treaty Rights. Please check the INIS website for the appropriate EU form:** www.inis.gov.ie

- This form must be completed in **BLOCK CAPITALS**. Where indicated, please place a tick (✓) in the appropriate box.
- To be eligible to apply for De Facto Partnership Immigration Permission, you must meet the following criteria:
 1. The Applicant and the Sponsor must be in the State when the application is made.
 2. The Applicant must be legal in the State.
 3. The Applicant and the Sponsor must be cohabiting together for at least 2 years prior to submitting the application.
- All sections must be completed as required. The three Statutory Declarations in **Section 8** must be signed before a relevant authority. Incomplete applications cannot be processed and will be returned.
- Please note that certain documents are required to be submitted with this form. Please refer to the checklist in **Section 9**. Please submit photocopies of documents unless otherwise requested as it is not possible to return any documentation that is submitted with your application. Do not submit folders, bound documents or photograph albums.
- If you are presently unable to provide any of the information or details requested in any of the relevant sections, please explain the reasons in **Section 7** of application form.
- A decision will be taken on the application no later than six months from the date of receipt of a fully completed application form together with the relevant supporting documentation.
- While your application is being processed the onus is on you, the applicant, to advise this office of any change in your circumstances (including change of residence or change in activities of the Sponsor). You must submit new supporting documentation as appropriate.
- Do not submit the application form without ensuring that you are eligible for the scheme.
- Do not submit the application without properly completing the Statutory Declarations and enclosing all of the required documentation specified below in the document checklist. If documents are missing or if the form is not fully completed, your application may be refused.

Section 1 | Applicant Details

1.1 Surname / Family name (*as in passport*)

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1.2 Forename(s) (*as in passport*)

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

1.4 Date of Birth

		/			/				
Day	Month		Year	Year		Year	Year	Year	Year

1.5 Gender (*please tick*)

Male Female

1.6 Marital Status

1.7 Country of Birth

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1.8 Nationality

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Section 3 | Applicant's Immigration History

3.1 Date of arrival in the State

□	□	/	□	□	/	□	□	□	□	□
Day		Month		Year						

3.2 Place of arrival in the State

3.3 Status on arrival in the state *(please tick)*

<input type="checkbox"/> Asylum-seeker	<input type="checkbox"/> Visitor / (C-Visitor Visa)
<input type="checkbox"/> Student	<input type="checkbox"/> Employment Permit <i>or</i> Green Card Permit
<input type="checkbox"/> De Facto Partner of Irish National / (D-Join Visa)	<input type="checkbox"/> Other

If "Other", please give details:

3.4 Have you previously resided in the State? Yes No

(If "yes", please give details)

3.5 Have you ever been convicted of any criminal offence in the State or abroad? Yes No

(If "yes", please give details)

3.6 Are there any criminal charges pending against you in the State or abroad? Yes No

(If "yes", please give details)

3.7 Have you ever been deported from the State? Yes No

3.8 Have you submitted a Police Clearance for any Country in which you have resided for the past 5 years? Yes No

3.9 Have you applied for De Facto Partner Permission before? If you answered yes, please give: Date of Application and Application Reference Number. Yes No

□	□	/	□	□	/	□	□	□	□	□
<input style="width: 100%; height: 25px;" type="text"/>										

Section 4 | Details of Partner

4.1 Surname / Family name *(as in passport)*

4.2 Forename(s) *(as in passport)*

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

Section 6 | Dependent Children

- 6.1** If the applicant has dependent children who intend to live with the Applicant and Sponsor in Ireland, please provide:
1. Copies of Birth Certificate(s) and passport(s) of the child(ren).
 2. Evidence that the Applicant is the child's legal guardian and
 3. Evidence that the Applicant has sole custody and guardianship of the child(ren)
 4. Evidence that the Applicant and any dependent child(ren) are covered by private medical insurance.

Section 7 | Additional Information

Please provide any other information that you consider relevant to this application. Please be advised that if you are unable to provide any of the information or details requested within this form then please provide an explanation indicating the reasons for this.

Statutory Declaration: Applicant

To be signed before a solicitor, commissioner of oaths or peace commissioner

I hereby apply for residence permission for myself. I make the following declaration under the Statutory Declaration Act 1938.

The information I have given is complete and is true to the best of my knowledge. 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 De facto Partnership Unit of the Department of Justice and Equality 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 understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under Section 6 of the Statutory Declarations Act 1938 and shall be liable on summary conviction to a fine or, at the discretion of the court, to imprisonment.

I understand that, under Section 8 of the Immigration Act 2003 the data in this application may be disclosed to other Irish Government Departments, Government Agencies and/or An Garda Síochána for purposes connected with this or any other application. I consent to INIS making enquiries to confirm any of the details or documents provided by me in this application, including my participation in an interview process.

Signed by Applicant

Date

<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Day			Month			Year			

Declared before me _____ [name in capitals] a [solicitor] [notary public] [commissioner for oaths] [peace commissioner] to take and receive statutory declarations by

Applicant name

[who is personally known to me]

or

[whose identity has been established to me before the taking of this Declaration by the production to me of passports

Applicant passport No. _____ Date of issue _____ Issuing Authority _____

Signed by [solicitor] [notary public] [commissioner for oaths] [peace commissioner]

Date

<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Day			Month			Year			

Stamped by relevant Authority [solicitor] [notary public] [commissioner for oaths] [peace commissioner]

Statutory Declaration: Partner (Sponsor)

To be signed before a solicitor, commissioner of oaths or peace commissioner

The information given in this form is complete and is true to the best of my knowledge. I confirm that if, before the application is decided, there is a material change in my circumstances or new information relevant to this application becomes available, I will inform the DeFacto Partnership Unit of the Department of Justice and Equality 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 understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under Section 6 of the Statutory Declarations Act 1938 and shall be liable on summary conviction to a fine or, at the discretion of the court, to imprisonment.

I understand that, under Section 8 of the Immigration Act 2003 the data in this application may be disclosed to other Irish Government Departments, Government Agencies and/or An Garda Síochána for purposes connected with this or any other application. I consent to INIS making enquiries to confirm any of the details or documents provided by me in this application, including my participation in an interview process.

Signature of Sponsor

Date

		/			/				
Day			Month			Year			

by Declared before me _____ [name in capitals] a [solicitor] [notary public] [commissioner for oaths] [peace commissioner] to take and receive statutory declarations

Name of Sponsor

[who is personally known to me]

or

[whose identity has been established to me before the taking of this Declaration by the production to me of passports

Sponsor passport No. _____ Date of issue _____ issuing Authority _____

Signed by [solicitor] [notary public] [commissioner for oaths] [peace commissioner]

Date

		/			/				
Day			Month			Year			

Stamped by relevant Authority [solicitor] [notary public] [commissioner for oaths] [peace commissioner]

Statutory Declaration: Supporting Witness

To be signed before a solicitor, commissioner of oaths or peace commissioner

Name

Address

Applicant's name

1. How long have you known this person

Name of Applicant's partner

2. How long have you known this person

3. State how you know the applicant and the applicant's partner and indicate how often you have been in contact with them

4. State whether you believe the relationship of the applicant and his/her partner to be genuine and continuing, and give your reasons for your belief.

5. State any reasons you wish to add in support of the application.

I declare that the information I have given is complete and is true to the best of my knowledge. I understand that any false or misleading information or fraudulent supporting documentation submitted will result in the refusal of this application.

I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under Section 6 of the Statutory Declarations Act 1938 and shall be liable on summary conviction to a fine or, at the discretion of the court, to imprisonment.

Signature of Supporting Witness

Date

		/			/				
Day			Month			Year			

Declared before me _____ [name in capitals] a [solicitor] [notary public]
[commissioner for oaths] [peace commissioner] to take and receive statutory declarations

Name of Supporting Witness

[who is personally known to me]

or

[whose identity has been established to me before the taking of this Declaration by the production to me of passports

Witness passport No. _____ Date of issue _____ issuing Authority _____

Signed by [solicitor] [notary public]
[commissioner for oaths] [peace commissioner]

Date

		/			/				
Day			Month			Year			

Stamped by relevant Authority
[solicitor] [notary public]
[commissioner for oaths] [peace commissioner]

Section 9 | Document Checklist

Please provide **photocopies** of the documents requested below. It is advisable to send your application form and documentation by **registered post**

Evidence of identity

- Passport of applicant Passport of Sponsor

Evidence of relationship of applicant with Sponsor

Please provide supporting evidence of your relationship, i.e. A history of the relationship when the partners met and when the relationship began

- Evidence of cohabitation of 2 years or more (in Ireland or another country). Evidence of financial inter-dependence, i.e.: Joint accounts, Joint Purchases. Financial Statements covering the previous 6 months.
- Evidence of contact ie. Letters, e-mails, facebook etc. Detailed relationship history incl time spent together ie. Photographs, Air Tickets etc.

Evidence of residence in the State

If Renting

- Letter from landlord/agency, rental contract, rent book or tenancy agreement (dated)
- Letters of Registration of Tenancy from the Residential Tenancies Board (dated)
- Utility bills in the names of both the applicant and the Sponsor (dated)
- Proof of rent paid, e.g. bank statements (dated)

If Home-owning

- Letter from mortgage provider, local authority or County Council (dated)
- Title or deeds (as applicable)
- Utility bills in the names of both the applicant and the Sponsor, also bank statement showing mortgage payments (dated)

If other please state, e.g. Living with family member

If living with a family member, please note that the parent/family member will be required to complete and sign the Statutory Declaration for a supporting witness before a relevant authority (see Section 8)

Evidence of current activity of Sponsor in the State

Please provide supporting documents for the current activity as per Section 5, Parts (A - E).

(A) Employment

- Current letter from employer setting out terms, conditions and hours of employment
AND/OR Signed contract of employment
- Two recent payslips & previous 3 years P60's
- Bank statements for you and your partner for the last six months

(B) Self-employment

- Agreed Tax Assessment from the Revenue Commissioner for the last financial year (*if applicable*)
OR Letter of Registration for Self-Assessment (Income Tax) from the Revenue Commissioner
- Bank statements of the business for the last six months
- Bank statements for you and your partner for the last six months

(C) Study

- Letter from college/course provider including course description, start date and completion date
- Evidence of Private Medical Insurance (for Sponsor and applicant)
- Bank statements **AND/OR** other evidence of financial resources

(D) Involuntary Unemployment

- Letter from Department of Social Protection with details of benefit claims
- Letter from Employment Services Office acknowledging registration as a jobseeker
- Letter from previous employer outlining circumstances of end of employment
- P60s for prior two years of employment and P45 from last employment

(E) Residing with sufficient resources

- Evidence of financial resources and corresponding bank statements (minimum 6 months)
- Letter from Department of Social Protection with details of any benefit claims (or stating that there are no claims)
- Evidence of Private Medical Insurance (for Sponsor and applicant)

(F) Criminal Convictions

- A Police Clearance Certificate is required from any country you resided in over the last 5 years. The Certificate must be no more than 6 months old at time of application.

Submission of incomplete forms or failure to submit all requested documentation will result in the automatic return of your application. Please ensure that all documents submitted have your name address and date included.

Please return completed forms and documents to:

**De Facto Partnerships
Residence Division – Unit 5
Irish Naturalisation and Immigration Service
PO Box 12695
Dublin 2**