**A FOREIGNER'S OBLIGATION TO REGISTER TEMPORARY RESIDENCE**

Even if you already indicated your intended place of residence in the Republic of Slovenia when you applied for your first temporary residence permit at a diplomatic mission or consulate, you must register your residence in the Republic of Slovenia in accordance with the Residence Registration Act (Official Gazette of the Republic of Slovenia, No 52/16, as amended), but only if you are actually temporarily residing at an address in the Republic of Slovenia.

**WHAT IS TEMPORARY RESIDENCE REGISTRATION?**

Registration of residence is the registration of the address at which you are temporarily residing in Slovenia.

**WHERE TO REGISTER YOUR TEMPORARY RESIDENCE?**

At the Administrative Unit in the Republic of Slovenia in the area of which you are temporarily residing.

**WHO NEEDS TO REGISTER TEMPORARY RESIDENCE?**

A foreigner who actually resides at an address in the territory of the Republic of Slovenia.

If you are not residing in Slovenia because of the nature of your work (e.g. posting abroad), you do not need to register your temporary residence; it is also not allowed to make a false registration at an address where you are not residing.

**WHEN DO YOU HAVE TO REGISTER YOUR TEMPORARY RESIDENCE?**

* **Within 8 days from the date of taking up residence in the Republic of Slovenia –** a foreigner who obtains a first residence permit, a residence registration certificate or a long-stay visa at a diplomatic consular mission of the Republic of Slovenia.
* **Within 8 days from the date of address change in the Republic of Slovenia –** a foreigner who already has a residence permit and registered temporary residence in the territory of the Republic of Slovenia, if he or she will reside at the new address for more than 90 days.
* **Within 8 days of the date of service of the permit –** a foreigner already residing at an address in the Republic of Slovenia who obtains a temporary residence permit, a residence registration certificate or a long-stay visa after taking up residence at that address.

**WHEN IS REGISTRATION ARRANGED BY THE ACCOMMODATION PROVIDER?**

If you take up accommodation with an accommodation provider (e.g. in a hostel for single workers, university students' halls of residence or in the home of a person who has a registered business of renting out rooms or accommodation) for more than seven days, your registration will be taken care of by the accommodation provider.

A foreigner who receives a residence permit **after taking up residence** with the accommodation provider must **notify** the latter of the service of the permit.

**PERIOD OF REGISTRATION**

Temporary residence is registered for a period of up to two years or for the period of validity of the temporary residence permit, residence registration certificate or long-stay visa if this is shorter than two years.

You have **to register** temporary residence **again before its cessation** if you will continue to temporarily reside at the address after the expiry of this period.

**EVIDENCE NEEDED FOR REGISTRATION**

When registering temporary residence you have to submit a valid identity card or passport and evidence of the right to reside at the address being registered (e.g. a statement of your ownership or a lease or sublease agreement, the consent of the owner, co-owner or accommodation provider, evidence of usufruct, use or easement of the house or apartment, evidence of the building title, evidence of subsistence).

**WHEN DO YOU NOT HAVE TO REGISTER RESIDENCE?**

If you do not take up accommodation or reside at an address in the Republic of Slovenia.

**WHEN TO DE-REGISTER YOUR RESIDENCE?**

Within 8 days of moving out. You can also de-register before you move out, but you must specify the date of your departure. You must deregister your temporary residence if you will no longer reside in the Republic of Slovenia.

**WHERE TO DEREGISTER YOUR TEMPORARY RESIDENCE?**

At any Administrative Unit in the Republic of Slovenia.

**VERIFICATION OF AUTHENTICITY OF RESIDENCE REGISTRATION**

If the information or evidence submitted at the registration of residence or the information at the Administrative Unit's disposal gives rise to doubt as to its authenticity, the Administrative Unit will initiate the procedure for the verification of authenticity of your temporary residence registration. The Administrative Unit will register your temporary residence at the address you are registering until it verifies the authenticity of information or evidence.

If the Administrative Unit establishes that the information or evidence is authentic, it will stay the procedure for the verification of authenticity of registration by way of a decision. Temporary residence is effective from the date of your registration.

If the Administrative Unit establishes that **you are not residing** at the address you are registering, your temporary residence will **cease** as of the date of the finality of the decision.

**REFUSAL OF TEMPORARY RESIDENCE REGISTRATION**

If **the conditions for registering your residence** at the address you are registering **are not met** because:

- you have not provided proof that you have the right to reside at the address (a lease or sublease agreement, the consent of the owner or accommodation provider, or other);

- the building at the address of which you are registering your residence does not have a house or flat number assigned,

- a part of the building at the address of which you are registering your residence is not a residential building or part of the building is not intended for accommodation,

- a maximum number of persons are already registered at the address, depending on the size of the useful floor area of the part of the building used for living or accommodation (8 m² of useful floor area per registered person),

the administrative authority will **reject** your application for temporary residence by way of a decision in a summary procedure.

**MINOR OFFENCES IN CONNECTION WITH REGISTRATION AND DEREGISTRATION OF RESIDENCE**

You may be fined EUR 200 to 600 if:

* you fail to register your residence within 8 days of taking up residence or being served with a residence permit (or a residence registration certificate or a long-stay visa);
* you do not deregister your temporary residence within 8 days of moving away from the address.;
* you do not provide truthful information when registering or deregistering (or if you register at an address where you are not actually residing);
* it is established during the procedure of establishing residence that you failed to comply with the obligation to register;
* it is established during the procedure of verifying the authenticity of registration that you are not residing at the address you are registering.