

HOW TO FILL IN AN APPLICATION

MINISTRY OF INTERIOR



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A. GENERAL INSTRUCTIONS FOR SUBMITTING AN APPLICATION

110 Application for Residence Permit Issue

It is submitted for an initial Residence Permit (entrance into the country with entrance approval or being born in the country).

120 Application for Residence Permit Renewal

It is submitted for renewal of a previous Residence Permit, either issued or pending.

130 Application for Work Approval

It is submitted for the issue of a decision of access approval to employment.

140 Application for Special Certificate of Legal Residence

It is submitted for obtaining a specific document for legal Residence, in case an application of cancellation or a decision of release from prison on restrictive terms is pending.

150 Application for Residence Permit Re-issue

It is submitted for the re-issue of a Residence Permit when the permit issued contained erroneous data, or the name, data and/or the passport have changed or are corrected, and also when there is a change of type of Residence Permit.

160 Granting Visa Approval

It is submitted for the issue of a decision of entrance approval for family members (wife/husband and/or under-aged child).

161 Complementary Document for Visa

It is submitted together with the application of entrance approval in case the applicant applies for more than one child.

210 Declaration of Data Modification: Change of Residence Address

It is submitted in case the data of the Residential address have changed. The applicant is obliged to fill in the data of both the previous and the current address.



211 Declaration of Data Modification: Change of Personal Status

It is submitted in case the personal status has changed and concerns cases of change of nationality, marriage, breaking up of a marriage, birth of a child.

212 Declaration of Data Modification: Change of Employer – Type of Employment

It is submitted in case of change of employer or type of employment.

213 Declaration of Data Modification: Change of Identification Data

It is submitted in case of change of the identification data. The applicant is obliged to mention the previous and the current identification data. Additionally, a justification for the reason of the above change is required.

220 Declaration of Data Modification: Loss of Travel Document and/or Residence Permit

It is submitted in case of loss of travel document and/or Residence Permit and it is required to fill in the data of the lost document.

230 Declaration of Data Modification: Replacement or Issue of a New Travel Document

It is submitted in case of replacement or issue of a new travel document and it is required to fill in the data of both the previous and the current travel document.

240 Declaration of Data Modification: Denunciation of a Work Contract

It is submitted in case of complaint against an employment contract and it is required to fill in the employer's data.

310 General Application

It is submitted in case the applicant wishes to submit an application concerning a matter not mentioned in any of the available applications.

320 Application for Information

It is submitted in case the applicant wishes to receive information about the course of his/her application which is pending. It is required to mention the reference number of the pending application.



340 Application for Precipitation

It is submitted in case the applicant wishes to Expedite the procedure for the obtaining or the renewal of a Residence Permit. It is required to mention the reason for the Expedition.

350 Application for Appeal

It is submitted in case the applicant wishes to request for an alteration of a negative decision concerning the obtaining or renewal of a Residence Permit.

360 Application for Renunciation

It is submitted in case the applicant wishes to withdraw submitted applications concerning the obtaining or the renewal of a Residence Permit, in case of obtaining the Greek nationality, or exit from the country or any other reason. It is required to fill in the reason for the withdrawal.

410 Complementary Application

It is submitted in case additional documentation is requested by the applicant. It is required to fill in the reference number of the relevant application and the reference number of the relevant letter.

510 Submission of Complementary Details

It is filled in by the applicant in case of a request either for a Residence Permit or the Renewal of a Residence Permit or for a Specific document of Legal Residence and is submitted together with the relevant documents (110, 120 and 140).

The filled in data shall be used, exclusively, for the collection of statistical data.



B. GENERAL INSTRUCTIONS FOR FILLING IN AN APPLICATION

B1. GENERAL INSTRUCTIONS FOR FILLING IN APPLICATION DATA

- All details are filled in with capital letters.
- Multiple choice boxes are filled in with the x indication.
- Where a date must be filled in, the date should be written as: day/month/year.

B2. INSTRUCTIONS FOR FILLING IN COMMON PARTS FOR ALL APPLICATIONS

πρόσφατη έγχρωμη φωτογραφία ενδιαφερομένου [1] recent color photograph of the concerned	Περιφέρεια* [3] Region Δήμος / Κοινότητα* [4] Municipality / Community Αριθμός Πρωτοκόλλου - Ημερομηνία* [5] Reference Number - Date	Θέση σφραγίδας πρωτοκόλλου Περιφέρειας* [2] Seal of the Region's Protocol
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In the area **Recent color photograph of the concerned [1]** the Authority places the photograph delivered by the applicant.

The area with the indication **Seal of the Region's protocol [2]** is stamped by the competent Authority of the Prefecture.

The areas **Region [3]**, **Municipality/Community [4]** and **Reference Number / Date [5]** are filled in by the Authority.

Με ατομική μου ευθύνη και γνωρίζοντας τις κυρώσεις, που προβλέπονται από τις διατάξεις της παρ. 6 του άρθρου 22 του Ν. 1599/1986 δηλώνω ότι τα παραπάνω στοιχεία είναι αληθή.
On my responsibility and being aware of the sanctions provided for in the provisions of Law 1599/1986, article 22, paragraph 6, I declare that the above mentioned data is true.

Υπογραφή ενδιαφερομένου [420]
Signature of the person concerned

The applicant signs in the area above the indication **Signature of the person concerned [420]** at the presence of authorised personnel.



SECTION: Identification Data

Στοιχεία ταυτοποίησης ενδιαφερομένου Identification data			
Επώνυμο [20] Last Name	Όνομα [21] First Name	<input type="checkbox"/> Άρρεν Male <input type="checkbox"/> Θήλυ Female [22]	Ημ/νία Γέννησης [23] Date of Birth _ _ _ _ _ _ _
Επώνυμο πατέρα [24] Father's Last Name	Όνομα πατέρα [25] Father's First Name	Επώνυμο μητέρας [26] Mother's Last Name	Όνομα μητέρας [27] Mother's First Name
Ιθαγένεια [28] Citizenship	Χώρα Γέννησης [29] Country of Birth		

Last Name [20], First Name [21], Date of Birth [23], Citizenship [28] and Male / Female [22] are filled in as they are written in the travel document of the applicant. In case the data for **Country of Birth [29], Father's Last Name [24], Father's First Name [25], Mother's Last Name [26] and Mother's First Name [27]** are written in the travel document or in an additional submitted document, they are filled in accordingly. If not, they are filled in by statement.

SECTION: Residence Permit

Άδεια διαμονής Residence permit			
<i>Συμπληρώνεται εφόσον έχει εκδοθεί η προηγούμενη άδεια διαμονής</i> Filled in only if the previous residence permit has been issued			
<input type="checkbox"/> Άδεια Διαμονής [40] Residence permit	<input type="checkbox"/> Δελτίο Διαμονής [41] Residence card	<input type="checkbox"/> Δελτίο Μόνιμης Διαμονής [42] Permanent residence card	
Αριθμός Αδείας [43] Number of residence permit	Ημ/νία λήξης [45] Expiry Date	Εκδόσα αρχή* [9] E.K.A. [44]	
GR _ _ _ _ _ _ _ _	_ _ _ _ _ _ _	_ _ _ _ _ _ _ _ _ _ _ _ _ _	

The SECTION: Residence Permit only refers to cases, for which a Residence Permit was issued previously, and the data for **Number of residence permit (GR) [43], Expiry Date [45] and E.K.A. [44]** are filled in as they are written in the previous Residence Permit. Also the type of relevant document is selected from the indications **Residence Permit [40], Residence Card [41] and Permanent Residence Card [42]**. The box **Issuing Authority [9]** is filled in by the Authority.



SECTION: Travel Document

Ταξιδιωτικό Έγγραφο Travel Document				
Τύπος* [15] Type	Αριθμός [50] Number	Ημερομηνία Λήξης [51] Expiry Date	<input type="checkbox"/> Αόριστη [52] Indefinite Validity	Χώρα Έκδοσης [53] Issuing Country
_ _		_ _ _ _		
<input type="checkbox"/> Στερούμενος διαβατηρίου ή άλλου ταξιδιωτικού εγγράφου [54] Deprived of passport or other travel document				

The data for **Number [50]**, **Expiry Date [51]** and **Issuing Country [53]** are filled in as they are written in the travel document. In case the **Expiry Date** is defined as **Indefinite Validity [52]** this is ticked accordingly. In case the applicant does not have a passport or other travel document, what needs to be ticked is **Deprived of passport or other travel document [54]**.

The part **Type [15]** is filled in by the Authority.

SECTION: Residence and Contact Details

Στοιχεία διαμονής & επικοινωνίας Residence and contact details			
Δήμος / Κοινότητα [80] Municipality / Community	Οδός [81] Street	Αριθμός [82] Street Number	T.K. [83] Postal Code _ _ _ _
Τηλέφωνα [84] Telephone Numbers	Οικίας [85] Home	Κινητό [86] Mobile	Εργασίας [87] Office

The data for **Municipality / Community [80]**, **Street [81]**, **Street Number [82]** and **Postal Code [83]** and **Telephone Numbers [84]: Home [85]** are filled in according to the home address of the applicant (Note: this data must be exact as they will be used by the authority to communicate with the applicant).

At the indication **Telephone numbers [84]: Mobile [86] and Office [87]** the mobile phone number of the applicant and the telephone number of his/her work are filled in respectively.



SECTION: "Filled in by the person submitting the application, if other than the applicant".

<i>Συμπληρώνεται από τον υποβάλλοντα την αίτηση, όταν αυτός δεν είναι ο ενδιαφερόμενος</i> <i>Filled in by the person submitting the application, if other than the applicant</i>				
Επώνυμο [60] Last Name	Όνομα [61] First Name	Όνομα πατέρα [62] Father's First Name	Ιθαγένεια [63] Citizenship	ΑΔΤ / Διαβατήριο [64] Identity card number / Passport Number
Δήμος / Κοινότητα [65] Municipality / Community	Οδός [66] Street	Αριθμός [67] Street Number	TK [68] Postal Code	
Ιδιότητα του υποβάλλοντος την αίτηση [69] Status of the person submitting the application			Υπογραφή υποβάλλοντος την αίτηση [421] Signature of the person submitting the application	

In case the person submitting the application is not the applicant, but someone else authorised by the applying person, he/she is obliged to fill in the **section** with the indication "**Filled in by the person submitting the application, if other than the applicant**", with the data for **Last Name [60], First Name [61], Father's First Name [62] and Citizenship [63]** as these are written either in the Identity Card or in the Passport. In the box **Identity card number / Passport [64]** the relevant number is filled in. The data for **Municipality / Community [65], Street [66], Street Number [67] and Postal Code [68]** are filled in according to the address of the person submitting the application. At the indication **Status of the person submitting the application [69]** the status of the person submitting the application in relation with the person concerned (i.e. parent, guardian, licensed person) is filled in. The person submitting the application signs in the area above the indication **Signature of the person submitting the application [421]**, at the presence of authorised personnel.



B3. INSTRUCTIONS FOR FILLING IN SPECIFIC PARTS OF APPLICATIONS

110 Application for Residence Permit Issue

πρόσφατη έγχρωμη φωτογραφία ενδιαφερομένου [1] recent color photograph of the concerned	Περιφέρεια* [3] Region	Θέση σφραγίδας πρωτοκόλλου Περιφέρειας* [2] Seal of the Region's Protocol
	Δήμος / Κοινότητα* [4] Municipality / Community	
	Αριθμός Πρωτοκόλλου - Ημερομηνία* [5] Reference Number - Date	
	A/A Βεβαίωσης που χορηγήθηκε* [6] Reference number of the issued certificate	
	_ _ _ _ _ _ _ _ _	
Νόμος* [7] Law	Κωδικός κατηγορίας* [8] Category Code	Περιγραφή κατηγορίας* [16] Category Description

Ref. No. of the issued certificate [6], Law [7], Category Code [8] and Category Description [16] are to be filled in by the Authority.

120 Renewal of a Residence Permit

πρόσφατη έγχρωμη φωτογραφία ενδιαφερομένου [1] recent color photograph of the concerned	Περιφέρεια* [3] Region	Θέση σφραγίδας πρωτοκόλλου Περιφέρειας* [2] Seal of the Region's Protocol
	Δήμος / Κοινότητα* [4] Municipality / Community	
	Αριθμός Πρωτοκόλλου - Ημερομηνία* [5] Reference Number - Date	
	A/A Βεβαίωσης που χορηγήθηκε* [6] Reference number of the issued certificate	
	_ _ _ _ _ _ _ _ _	
Νόμος* [7] Law	Κωδικός κατηγορίας* [8] Category Code	Περιγραφή κατηγορίας* [16] Category description
		<input type="checkbox"/> Αλλαγή Σκοπού* [17] Change of purpose
		<input type="checkbox"/> Εκπρόθεσμη Κατάθεση* [18] Overdue submission

Reference number of the issued certificate [6], Law [7], Category Code [8], Category Description [16], Change of Purpose [17] and Expired Submission [18] are to be filled in by the Authority.



130 Application for Work Approval

<input type="checkbox"/> <i>Χορήγηση*</i> [10] Granting		<input type="checkbox"/> <i>Ανανέωση*</i> [11] Renewal	
<i>Νόμος*</i> [7] <i>Law</i>	<i>Κωδικός κατηγορίας*</i> [8] <i>Category Code</i>	<i>Περιγραφή κατηγορίας*</i> [16] <i>Category Description</i>	

The data **Granting [10]**, **Renewal [11]**, **Law [7]**, **Category Code [8]** and **Category Description [16]** are to be filled in by the Authority.

140 Application for Special Certificate of Legal Residence

<input type="checkbox"/> <i>Χορήγηση*</i> [10] Granting		<input type="checkbox"/> <i>Ανανέωση*</i> [11] Renewal		<i>ΑΑ Προηγούμενης Βεβαίωσης*</i> [14] Number of Previous Certification _ _ _ _ _ _ _ _ _ _
<i>Νόμος*</i> [7] <i>Law</i>	<i>Κωδικός κατηγορίας*</i> [8] <i>Category Code</i>	<i>Περιγραφή κατηγορίας*</i> [16] <i>Category Description</i>		

The data **Granting [10]**, **Renewal [11]**, **Certification Number [14]**, **Law [7]**, **Category Code [8]** and **Category Description [16]** are to be filled in by the Authority.

SECTION: Explanation

Αιτιολογία Explanation	
<input type="checkbox"/> <i>Δικαστική Απόφαση Αναστολής</i> [100] <i>Judicial decision for suspension</i>	<input type="checkbox"/> <i>Αποφυλάκιση με περιοριστικό;γω ;οργω</i> [101] <i>Release on restrictive conditions</i>

From the boxes **Judicial decision for suspension [100]** and **Release on restrictive conditions [101]** the applicant chooses the one that justifies his application for obtaining or renewal of a document for legal Residence.



150 Application for Residence Permit Re-issue

SECTION: Residence Permit to be Re-issued

Άδεια προς Επανεκδόση Residence permit to be re-issued		
<input type="checkbox"/> Άδεια Διαμονής [110] Residence permit	<input type="checkbox"/> Δελτίο Διαμονής [111] Residence card	<input type="checkbox"/> Δελτίο Μόνιμης Διαμονής [112] Permanent residence card
Αριθμός Αδείας [113] Number of residence permit	Ημ/νία Λήξης [115] Expiry Date	Εκδούσα αρχή* [9] E.K.A. [114] Issuing authority
GR		

Number of residence permit (GR) [113], Expiry Date [115], and E.K.A. [114] are filled in as they are written in the permit of the applicant for the re-issue. Also from the boxes **Residence Permit [110], Residence Card [111]** and **Permanent Residence Card [112]** the applicant chooses the relevant type of document.

Issuing Authority [9] is to be filled in by the Authority.

SECTION: Reason for Re-issue

Αιτία Επανεκδόσης Reason for re-issue			
<input type="checkbox"/> Λανθασμένα στοιχεία [120] Erroneous Data	<input type="checkbox"/> Μεταβολή στοιχείων [121] Change of Data	<input type="checkbox"/> Φθορά [122] Damage	<input type="checkbox"/> Αλλαγή διαβατηρίου ή απώλεια δελτίου διαμονής [123] Change of passport or loss of residence card
<input type="checkbox"/> Αλλαγή κατηγορίας [124] Change of Category	Νέα κατηγορία: [125] New category	Κωδικός* [12] Code	Περιγραφή* [13] Description
<input type="checkbox"/> Άλλη αιτία (διευκρινίστε) [126] Other reason (please specify)			

From the boxes **Erroneous Data [120], Change of data [121], Damage [122], Change of Passport or loss of Residence card [123]** and **Change of Category [124]** the applicant chooses the one that reasons his/her application for re-issue. In case the applicant chooses the box **Change of Category [124]**, the Authority fills in the **Code [12]** and **Description [13]** of **New Category [125]**. In case the reason for re-issue is different from the above boxes, the applicant chooses the box **Other Reason (please specify) [126]** and fills in the description of the reason.



160 Granting Visa Approval

Section: Spouse's Identification data

Στοιχεία Συζύγου Spouse's Identification data				
Επώνυμο [130] Last Name	Όνομα [131] First Name	Όνομα πατέρα [132] Father's First Name	<input type="checkbox"/> Άρρεν Male <input type="checkbox"/> Θήλυ Female [133]	Ημ/νία Γέννησης [134] Date of Birth _ _ _ _
Ιθαγένεια [135] Citizenship	Αριθμός διαβατηρίου [136] Travel document number	Ημερομηνία Λήξης [137] Expiry Date _ _ _ _	<input type="checkbox"/> Αόριστη [138] Indefinite Validity	

Family name [130], First Name [131], Date of Birth [134], Citizenship [135], Male/ Female [133], Travel document number [136] and Expiry Date [137] are filled in as they are written in the passport of the applicant's husband/wife. In case the **Expiry Date** is defined **Indefinite [138]** the relevant box is ticked. In case the **Father's First Name [132]** is written in the passport or other document it is also filled in. If not, it is written by statement.

SECTION: Child's Identification Data

Στοιχεία τέκνου Child's Identification data				
Επώνυμο [150] Last Name	Όνομα [151] First Name	Όνομα πατέρα [152] Father's First Name	<input type="checkbox"/> Άρρεν Male <input type="checkbox"/> Θήλυ Female [153]	Ημ/νία Γέννησης [154] Date of Birth _ _ _ _
Ιθαγένεια [155] Citizenship	Αριθμός διαβατηρίου [156] Travel document number	Ημερομηνία Λήξης [157] Expiry Date _ _ _ _	<input type="checkbox"/> Αόριστη [158] Indefinite Validity	

Last name [150], First Name [151], Date of Birth [154], Citizenship [155], Male/ Female [153], Travel document number [156] and Expiry Date [157] are filled in as they are written in the passport of the applicant's child. In case the **Expiry Date** is defined **Indefinite [158]** the relevant box is ticked. In case the **Father's First Name [152]** is written in the passport or other document it is also filled in. If not, it is written by statement.



210 Declaration of Data Modification: Change of Residence Address

SECTION: Previous Address Details

Στοιχεία προηγούμενης διεύθυνσης Previous address details				
Νομός [170] Prefecture	Δήμος / Κοινότητα [171] Municipality / Community	Οδός [172] Street	Αριθμός [173] Street Number	T.K. [174] Postal Code _ _ _ _ _

Prefecture [170], Municipality/ Community [171], Street [172], Street Number [173] and Postal Code [174] are filled in according to the previous address of the applicant.

SECTION: Current Address Details

Στοιχεία τρέχουσας διεύθυνσης Current address details				
Νομός [180] Prefecture	Δήμος / Κοινότητα [181] Municipality / Community	Οδός [182] Street	Αριθμός [183] Street Number	T.K. [184] Postal Code _ _ _ _ _
Τηλέφωνα [185] Phone Numbers	Οικίας [186] Home	Κινητό [187] Mobile	Εργασίας [188] Office	

Prefecture [180], Municipality/ Community [181], Street [182], Street Number [183] and Postal Code [184] are filled in according to the new address of the applicant. (Note: this data must be exact as they will be used by the authority to communicate with the applicant). Also, the **Phone Numbers [185] is divided into: Home [186]**, the home address of the applicant, **Office [188]**, the number of the place of his/her work, and **Mobile [187]**, the mobile phone of the applicant, are filled in respectively.

211 Declaration of Data Modification: Change of Personal Status

SECTION: Modification Data

Στοιχεία μεταβολής Modification data					
<input type="checkbox"/> Λύση γάμου [200] Dissolution of marriage	<input type="checkbox"/> Ακύρωση γάμου [201] Annulment of marriage	<input type="checkbox"/> Χηρεία [202] Widowhood	<input type="checkbox"/> Σύναψη γάμου [203] Contracting marriage	<input type="checkbox"/> Γέννηση τέκνου [204] Birth of child	<input type="checkbox"/> Αλλαγή Ιθαγένειας [205] Change of Citizenship
Ημερομηνία μεταβολής [207] Date of Change	_ _ _ _ _		Προηγούμενη Ιθαγένεια [206] Last Citizenship		
Στοιχεία συζύγου [208] Spouse's identification data	Επώνυμο [209] Last name	Όνομα [210] First Name	Όνομα πατέρα [211] Father's First name	Διαβατήριο/Λήξη Ισχύος ή ΑΔΤ [212] Travel Document/Expiry Date or Identity Card	
Στοιχεία τέκνου [213] Child's identification data	Επώνυμο [214] Last name	Όνομα [215] First Name	Όνομα πατέρα [216] Father's First name	Ημ/νια γέννησης [217] Date of Birth _ _ _ _ _	<input type="checkbox"/> Άρρεν Male <input type="checkbox"/> Θήλυ Female [218]



From the boxes **Dissolution of marriage [200]**, **Annulment of marriage [201]**, **Widowhood [202]**, **Contracting marriage [203]**, **Birth of child [204]** and **Change of citizenship [205]**, the applicant must choose the one that describes the change of his personal status. In any case, **Date of Change [207]** must be filled in as it is written in the relevant submitted document. In case the choice selected is **Change of citizenship [205]**, the new nationality is filled in, in the indication **Last citizenship [206]**. In case one of the boxes **Dissolution of marriage, Annulment of marriage, Widowhood, Contracting marriage** is selected, then the **Spouse's Identification data [208]** must be filled in: **Last Name [209]**, **First Name [210]**, and **Father's First Name [211]** as these are written in his/her Passport or Identification Card. At the indication **Travel Document / Expiry Date or Identity Card [212]** the number of passport of husband/wife and its expiration date or the I.D. number are filled in. In case the choice selected is **Birth of child** then the **Child's Identification data [213]** must be filled in: **Last Name [214]**, **First Name [215]**, **Father's First Name [216]**, **Date of Birth [217]** and **Male / Female [218]**, as these are written in the birth certificate of the child.

212 Declaration of Data Modification: Change of Employer – Type of Employment

SECTION: Modification Data

Στοιχεία μεταβολής Modification Data				
Εργοδότης [230] Employer	Επωνυμία [231] Company name			
A.Φ.Μ. [232] Taxpayer's identification number	Διεύθυνση [233] Address			
Είδος σύμβασης εργασίας [234] Type of work contract	Ημ/νία έκδοσης [235] Issue Date	Ημ/νία έναρξης [236] Valid from	Ημ/νία λήξης [237] Valid to	<input type="checkbox"/> Αόριστη [238] Indefinite Validity

Employer [230], **Company Name [231]**, **Taxpayer's Identification Number [232]**, **Address [233]**, **Type of Work Contract [234]**, **Issue Date [235]**, **Valid From [236]** and **Valid To [237]** are filled in as these are written in the employment contract of the applicant. In case the duration of the work contract is indefinite the box **Indefinite Validity [238]** is selected.



213 Declaration of Data Modification: Change of Identification Data

SECTION: Previous Identification Data

Προηγούμενα στοιχεία ταυτοποίησης ενδιαφερομένου Previous identification data					
Επώνυμο [250] Last Name	Όνομα [251] First Name	Όνομα πατέρα [252] Father's First Name	Ιθαγένεια [253] Citizenship	<input type="checkbox"/> Άρρεν Male <input type="checkbox"/> Θήλυ Female [255]	Ημ/νία Γέννησης [254] Date of Birth _ _ _ _ _

Last Name [250], First Name [251], Father's First Name [252], Citizenship [253], Male/Female [255] and Date of Birth [254] must be filled in as they were valid before the change and written in the applicant's passport.

SECTION: Current Identification Data

Τρέχοντα στοιχεία ταυτοποίησης ενδιαφερομένου Current identification data					
Επώνυμο [260] Last Name	Όνομα [261] First Name	Όνομα πατέρα [262] Father's First Name	Ιθαγένεια [263] Citizenship	<input type="checkbox"/> Άρρεν Male <input type="checkbox"/> Θήλυ Female [265]	Ημ/νία Γέννησης [264] Date of Birth _ _ _ _ _

Last Name [260], First Name [261], Father's First Name [262], Citizenship [263], Male/Female [265] and Date of Birth [264] must be filled in, in the way they will be valid hereafter.

SECTION: Explanation of Modification

Αιτιολογία μεταβολής Explanation of modification			
Μεταβολή αστικής κατάστασης [270] Change of Civil status	<input type="checkbox"/> Βάπτισμα [271] Baptism	<input type="checkbox"/> Γάμος [272] Marriage	<input type="checkbox"/> Διαζύγιο ή Ακύρωση γάμου [273] Divorce or Annulment of Marriage
	<input type="checkbox"/> Αναγνώριση Τέκνου [274] Child recognition	<input type="checkbox"/> Υιοθεσία Τέκνου [275] Child Adoption	<input type="checkbox"/> Λύση Υιοθεσίας Τέκνου [276] Dissolution of child adoption
<input type="checkbox"/> Μεταβολή ημερομηνίας γέννησης [277] Change of birth date	<input type="checkbox"/> Άλλη Μεταβολή (διευκρινίστε) [278] Other change (please specify)		

From the boxes **Change of Civil Status [270]** and **Change of birth date [277]** the applicant selects the one that explains the change of his identification data. In case that the reason of change is not covered by the above, the box **Other Change (please specify) [278]** is selected. In case the box **Change of Civil Status** is selected, then one of the other boxes must be selected (**Baptism [271]**, **Marriage [272]**, **Divorce or Annulment of Marriage [273]**, **Child recognition [274]**, **Child Adoption [275]** and **Dissolution of child adoption [276]**).



220 Declaration of Data Modification: Loss of Travel Document and/ or Residence Permit

SECTION: Lost Travel Document

Απολεσθέν Ταξιδιωτικό Έγγραφο Lost Travel Document				
<i>Συμπληρώνεται σε περίπτωση απώλειας ταξιδιωτικού εγγράφου</i> <i>Filled in in case of lost travel document</i>				
Τύπος* [15] Type	Αριθμός [291] Number	Ημερομηνία Λήξης [292] Expiry Date	<input type="checkbox"/> Αόριστη [293] Indefinite Validity	Χώρα Έκδοσης [294] Issuing Country
_ _	_ _ _ _	_ _ _ _		_ _ _ _

In case of loss of a travel document **Number [291]**, **Expiry date [292]** and **Issuing Country [294]** must be filled in as these are written in the lost travel document. In case the **Expiry date** is defined as **Indefinite [293]** the relevant box must be ticked.

Type [15] is filled in by the Authority.

SECTION: Lost Residence Permit

Άδεια διαμονής Residence permit				
<i>Συμπληρώνεται σε περίπτωση απώλειας άδειας διαμονής</i> <i>Filled in in case of lost residence permit</i>				
<input type="checkbox"/> Άδεια Διαμονής [311] Residence permit	<input type="checkbox"/> Δελτίο Διαμονής [312] Residence card	<input type="checkbox"/> Δελτίο Μόνιμης Διαμονής [313] Permanent residence card		
Αριθμός Αδείας [314] Number of residence permit	Ημ/νία Λήξης [316] Expiry Date	Εκδούσα αρχή* [9] Issuing authority	E.K.A. [315]	
GR _ _ _ _ _ _ _ _	_ _ _ _	_ _ _ _ _ _ _ _ _ _ _ _ _	_ _ _ _ _ _ _ _ _ _ _ _ _	

In case of loss of a Residence Permit the **Number of residence permit (GR) [314]**, **Expiry Date [316]** and **E.K.A. [315]** must be filled in as these are written in the lost document. Also the type of document is selected from the boxes **Residence Permit [311]**, **Residence Card [312]** and **Permanent Residence Card [313]**.

Issuing Authority [9] is filled in by the Authority.



230 Declaration of Data Modification: Replacement or Issue of a New Travel Document

SECTION: Travel Document being Replaced

Στοιχεία Ταξιδιωτικού Εγγράφου που αντικαθίσταται Travel document being replaced				
Τύπος* [15] Type	Αριθμός [320] Number	Ημερομηνία Λήξης [321] Expiry Date	<input type="checkbox"/> Αόριστη [322] Indefinite Validity	Χώρα Έκδοσης [323] Issuing Country
_ _		_ _ _ _		

Number [320], Expiry Date [321] and Issuing Country [323] must be filled in as these are written in the previous travel document. In case that the **Expiry date** is defined as **Indefinite [322]** the relevant box must be ticked.

Type [15] is filled in by the Authority.

SECTION: New Travel Document

Στοιχεία νέου Ταξιδιωτικού Εγγράφου New travel document				
Τύπος* [15] Type	Αριθμός [330] Number	Ημερομηνία Λήξης [331] Expiry Date	<input type="checkbox"/> Αόριστη [332] Indefinite Validity	Χώρα Έκδοσης [333] Issuing Country
_ _		_ _ _ _		

Number [330], Expiry date [331] and Issuing Country [333] must be filled in as these are written in the current travel document. In case the **Expiry Date** is defined as **Indefinite [332]** the relevant box must be ticked. **Type [15]** is filled in by the Authority.

240 Declaration of Data Modification: Denunciation of a Work Contract

SECTION: Employer's Data

Στοιχεία Εργοδότη Employer's Data		
Εργοδότης [340] Employer	Επωνυμία [341] Company name	
A.Φ.Μ. [342] Taxpayer's identification number	Διεύθυνση [343] Address	Ημερομηνία καταγγελίας [344] Denunciation date
_ _ _ _ _ _ _ _ _ _ _ _ _ _		_ _ _ _



Employer [340], Company name [341], Taxpayer's Identification Number [342], Address [343] and Denunciation Date [344] are filled in as they are written in the complaint against the employment contract.

310 General Application

Αίτηση για [350] :
Application for

In the area **Application for [350]**: the applicant describes the reasons for his application.

320 Application for Information

Α.Π. αίτησης [360] :
Reference Number of application

In the area **Application's reference number [360]** the applicant writes the reference number of the application, about the course of which, the applicant wishes to be informed.

340 Application for Precipitation

Α.Π. αίτησης [380] :
Application's reference number
Λόγος επίσπευσης [381] :
Reason for precipitation

In the area **Reason for Expedition [381]** the applicant gives the reason why the Expedition is requested and in the space **Application's reference number [380]** the applicant writes the reference number of the pending application.

350 Application for Appeal

Α.Π. προσβαλλόμενης απόφασης [390] :
Reference number of the decision appealed

In the area **Reference number of appealed decision [390]** the reference number of the negative decision for which the applicant requests an alteration, is filled in.

The applicant must attach a letter mentioning the reasons why the alteration or revoking of the previous decision is requested.



360 Application for Renunciation

SECTION: Reason for Renunciation

Λόγος Παραίτησης Reason for renunciation		
<input type="checkbox"/> Απόκτηση Ελληνικής Ιθαγένειας [400] Hellenic citizenship acquisition	<input type="checkbox"/> Έξοδος από τη χώρα [401] Exit from the country	<input type="checkbox"/> Άλλος λόγος (διευκρινίστε) [402]: Other reason (please specify):

From the indications **Hellenic citizenship acquisition [400]** and **Exit from the Country [401]** the applicant selects the one that gives the reason for the withdrawal of the application. In case the reason is not related with the above, then the applicant selects the indication **Other Reason (please specify) [402]** and describes the reason for the withdrawal.

Α.Π. Αίτησης [403]: Reference Number of application

In the area **Reference Number of application [403]**, the applicant fills in the reference number of the application from which he withdraws.

410 Complementary Application

Α.Π. σχετικής αίτησης [410] :
Reference number of the relevant application

Α.Π. σχετικής αλληλογραφίας [411] :
Reference number of the relevant documents

In the area **Reference number of relevant application [410]** the applicant fills in the reference number of the application concerning the additional data that are submitted and in the area **Reference number of relevant documents [411]** he fills in the reference number of the letter sent by the competent Authority to inform about the need to submit additional documents.



510 Submission of Complementary Details

All the boxes are filled in by statement from the applicant.

Ημ/νία πρώτης εισόδου στην Ελλάδα [508] First entry in Greece		_ _ _ _	
Οικογενειακή κατάσταση [509] Marital status			
<input type="checkbox"/> Άγαμος [510] Single		<input type="checkbox"/> Έγγαμος [511] Married	
<input type="checkbox"/> Διαζευγμένος [512] Divorced		<input type="checkbox"/> Σε χηρεία [513] Widowhood	
Αρ. ανήλικων άγαμων τέκνων στην Ελλάδα [514] Number of juveniles residing in Greece		Αρ. ανήλικων τέκνων στην Ελλάδα [516] Number of adult children residing in Greece	
Αρ. ανήλικων άγαμων τέκνων εκτός Ελλάδας [515] Number of juveniles residing outside Greece		Αρ. ανήλικων τέκνων εκτός Ελλάδας [517] Number of adult children residing outside Greece	
Χώρα προηγούμενης διαμονής [518] Country of last residence	Διαμονή από ημ/νία [519] Residence from	Διαμονή έως ημ/νία [520] Residence until	Διαμονή με άδεια [521] Residence Permit
	_ _ _ _	_ _ _ _	<input type="checkbox"/>
<input type="checkbox"/> Πρόθεση μόνιμης διαμονής στην Ελλάδα [522] Intention for permanent stay in Greece			

Οικογενειακή κατάσταση [509] Marital status			
<input type="checkbox"/> Άγαμος [510] Single	<input type="checkbox"/> Έγγαμος [511] Married	<input type="checkbox"/> Διαζευγμένος [512] Divorced	<input type="checkbox"/> Σε χηρεία [513] Widowhood

The applicant must fill in the boxes shown in the document with bold letters (**First entry in Greece [508], Country of last residence [518] and Marital Status [509-513]**).

<input type="checkbox"/> Ανιθαγενής [500] Non-citizen	<input type="checkbox"/> Αίτηση για πολιτογράφηση στην Ελλάδα [501] Application for naturalization
<input type="checkbox"/> Αναγνωρισμένος πρόσφυγας [502] Recognised refugee	<input type="checkbox"/> Επικουρική προστασία [503] Aid protection

From the indications **Non-local [500], application for naturalization [501], Recognised refugee [502] and Aid protection [503]**, the applicant selects only those that state his/her current status.



Οικογενειακή κατάσταση [509] Marital status	<input type="checkbox"/> Άγαμος [510] Single	<input type="checkbox"/> Έγγαμος [511] Married	<input type="checkbox"/> Διαζευγμένος [512] Divorced	<input type="checkbox"/> Σε χηρεία [513] Widowhood
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<input type="checkbox"/> Εργάζομαι [524] I am employed	<input type="checkbox"/> Είμαι άνεργος [525] I am unemployed	<input type="checkbox"/> Παιρνω επίδομα ανεργίας [526] Receive Unemployment benefit
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Επίπεδο εκπαίδευσης [536] Highest Level of education	Φοιτητής [537] Student	Απόφοιτος [538] Graduate
<input type="checkbox"/> Αναλφάβητος [539] Illiterate		
A' βάρθμια εκπαίδευση [540] Primary school	<input type="checkbox"/>	<input type="checkbox"/>
B' βάρθμια εκπαίδευση [541] High school	<input type="checkbox"/>	<input type="checkbox"/>
Μεταδευτεροβάθμια Εκπαίδευση [542] Post secondary education	<input type="checkbox"/>	<input type="checkbox"/>
Πανεπιστημιακή Εκπαίδευση [543] University Degree	<input type="checkbox"/>	<input type="checkbox"/>
Μεταπτυχιακές σπουδές [544] Post graduate studies	<input type="checkbox"/>	<input type="checkbox"/>

Μητρική γλώσσα [545] Native language					
Γνώση ελληνικής γλώσσας [549] Fluency in Greek	Καθόλου [549] None	Λίγο [550] A little	Μέτρια [551] Moderate	Καλά [552] Good	Πολύ καλά [553] Very good
Ομιλία ελληνικής γλώσσας [546] Spoken	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ανάγνωση ελληνικής γλώσσας [547] Reading skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Γραφή της ελληνικής γλώσσας [548] Written	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

From the multiple choice boxes (**Marital status [509-513]**, **Employment status [524-526]**, **Level of Education [536-544]** and **Knowledge of the Greek language [545-553]**), the applicant selects only one of each section, the one that states his/her current status.

Note: where the multiple choice section for the **Level of Education** is concerned, the applicant only selects the highest level of his/her education.