

## **DOCUMENTS/TESTIMONIES TO BE SUBMITTED WITH THE APPLICATION FORM FOR THE PURPOSE OF ISSUANCE OF TAX RESIDENCE CERTIFICATE**

The following documents must be submitted with the application form accordingly.

### **(a) Tax Residence Certificate (183 days) for the specified year**

- Income Tax Return
- Certificate of Emoluments (TD 63), dividends, interest and other income as specified in the tax declaration.
- A copy of alien's registration certificate from the Civil Registry and Immigration Department
- An Employment Contract (contract which values above €5000 must have stamp duty)
- A Property Title of permanent residence or a lease contract agreement (contract which values above €5000 must have stamp duty).
- A commodity bill either from the Electricity Authority or the Water Supply Company, for all the year in question.
- Historical transactions from the bank, issued on the applicant's name for the year in question

### **(b) Tax Residence Certificate during the same Tax Year (183 days)**

If the Tax Residence Application is included in the circular 2017/18, dated 10 March 2017 and interpretive circular 5, dated 1 August 2017, then further to the documents described under (a) above, the following documents must be submitted.

- An official declaration (commitment) for the purpose of issuing a Tax Residence Certificate for the current tax year (circular 2017/8).

### **(c) Tax Residence Certificate (60 days) for the specified year**

- Document (T.D.126)
- Income Tax Return
- Certificate of Emoluments (TD 63), dividends, interest and other income/details as specified in the Tax Declaration.
- Copies of passport with stamps of entry and exit from Cyprus, boarding passes, electronic tickets etc.
- Property Title of permanent residence or Lease Contract (contract which values above €5000 must have stamp duty).
- Employment Contract, valid during the 31 of December of the relevant tax year (for salaried persons and company managers. Contract which values above €5000 must have stamp duty).

### **(d) Tax Residence Certificate (60 days) during the same Tax Year**

- If the Tax Residence Application is included in the circular 2017/18, dated 22 September 2017, then further to the documents described under (c) above, the following documents must be submitted.
- Documents/Testimonies for the imminent collection of income derived from dividends or interest from sources outside Cyprus.

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#### **Note:**

1. In the case of attendance in a third grade education establishment, a confirmation/proving evidence of attendance must be submitted from the stated education establishment.
2. In the case that 12 months of employment in Cyprus are not completed, an insurance account statement must be submitted for that year.