

How do I get my residence permit in Montenegro? A leaflet!

Residency permit in Montenegro is a good solution for you if you want to change your main place of **residence to Montenegro**, if you want to **immigrate to Montenegro** or if you want to enter an employment relationship with a **company registered in Montenegro**.

Are you considering applying for a residence permit? Or have you already made that decision? Then this leaflet will be helpful for you.

It gives you an overview of what a residence permit in Montenegro is, how the application and approval process looks like and what documents are needed.

We support our customers from Germany, Austria, Switzerland, and other countries to get the residence permit in Montenegro and to make the dream of living in Montenegro come true. Here we go!

WHO NEEDS A RESIDENCE PERMIT IN MONTENEGRO?

German, Swiss, Austrian and EU citizens can enter Montenegro without a visa and stay in the country for up to 90 days at a time. Anyone who wants to stay longer in the country or conclude an employment contract with a company registered in Montenegro needs a residence permit with a work permit.

In English it is called residency and in the local language it is called "dozvola za privremeni boravak / rad" – or simply short: Boravak.

WHAT TYPES OF RESIDENCE PERMITS ARE THERE?

There is 1) the temporary residence permit.

Temporary residence permit entitles you to permanently reside and work in Montenegro, is valid for one year and must be renewed after one year. This leaflet is about this type of temporary residence permit.

The grounds for issuing a residence permit are usually:

- ✓ The registration of a company,
- ✓ a local employment contract,
- ✓ owning real estate property or

✓ studying or attending an educational institution.

If you have had a temporary residence permit for five years in a row - i.e., without a break - you can 2) apply for a permanent residence permit.

WHAT IS THE PROCESS OF APPLYING FOR YOUR RESIDENCE PERMIT?

Step 1: First you must create and document the basis for the residence permit.

✓ Either: You register your own company in Montenegro. The excerpt from the commercial register, which you can show after the company has been registered, serves as documentation.

✓ Or: You have an official, written job offer from a company registered in Montenegro.

✓ Or: You have purchased a property in Montenegro. The real estate purchase is confirmed by an excerpt from the local real estate cadaster.

✓ Or: You have successfully enrolled at an educational institution in Montenegro. This is confirmed by the written registration confirmation.

The relevant documents should be compiled and sent to us before you enter Montenegro. Because the translation and, above all, the verification of the documents by the immigration authorities takes time - sometimes up to 10 days - and the application for a residence permit can only be submitted once these verifications have been completed.

We will help you to compile the documents and the on-site translation will be carried out by a translator commissioned by us.

Step 2: Only when the work in step 1 is completed, you must come to Montenegro yourself to apply for the residence permit. Plan at least five days for this. Visits to several offices and institutions are necessary and you as the applicant must be there yourself. One of our migration experts will accompany you.

Step 3: Right after your arrival in Montenegro, you need to register at the local tourism office and pay a tourist fee. We can take care of this process for you based on a power of attorney. Your personal presence is not necessary here.

Step 4: The medical check. Each applicant must go through a simple medical test with a doctor in Montenegro. Our migration expert will organize the visit to the doctor and accompany you.

Step 5: This is followed by a visit to the Immigration Office in Montenegro, where you must personally apply for a residence permit. This visit is organized by us and accompanied by one of our migration experts.

If you have gone through these five steps, your application for a residence permit is considered to have been successfully submitted.

As a rule, the immigration authorities will decide within three to four weeks from the day of the complete application whether your residence permit will be granted. After your residence permit has been approved, you must collect it in person. Here, too, our migration expert will accompany you.

WHAT DOCUMENTS DO YOU NEED TO APPLY FOR THE RESIDENCE PERMIT?

IF YOU APPLY FOR THE RESIDENCE PERMIT ON THE BASIS OF YOUR OWN COMPANY OR AN EMPLOYMENT CONTRACT YOU MUST BRING THE FOLLOWING DOCUMENTS:

- A copy of the certificate of the high school degree or university degree.
- An original police clearance certificate with an apostille.
- A copy of your passport
- Translations into Montenegrin are done here in Montenegro. We take care of this.

In addition, we will prepare the following documents for you:

- Registration at the local tourist office when you arrive in Montenegro.
- Confirmation of the registration of your company registered in Montenegro in the Commercial Register or confirmation of the employment contract or job offer.
- Health Insurance.
- Confirmation of official residential address in Montenegro.

OFFICIAL RESIDENCE ADDRESS IN MONTENEGRO

When you apply for a residence permit, you must provide proof of an official residential address in Montenegro. Usually, it is the address of the building where you will be staying. However, if you do not have a residential address in Montenegro, we can provide you with one to apply for a residence permit.

IF YOU ARE APPLYING FOR THE RESIDENCE PERMIT ON THE BASIS OF REAL ESTATE OWNERSHIP YOU WILL NEED THE FOLLOWING DOCUMENTS:

- Excerpt from the Real Estate Cadaster of Montenegro. Not older than 6 months.
- Police clearance certificate in the original and provided with an apostille.
- Simple copy of your passport.
- Proof that you have sufficient funds for the period of validity of the residence permit. The minimum requirement is proof of EUR 10 per day.

In addition to these documents to be brought by you, we will prepare the following documents for you:

- Registration at the Tourist Office upon your arrival.
- Health insurance for Montenegro.

WE WILL BE HAPPY TO SUPPORT YOU IN APPLYING FOR YOUR RESIDENCE PERMIT IN MONTENEGRO AND OFFER YOU OTHER RELATED SERVICES!

*Tick in the box the services you are interested in, and we will put together the best offer for you.

SERVICE	TICK HERE
Employment contract Montenegro	
Temporary registration address in Montenegro	
Company registration in Montenegro	
Assistance with business visa in Montenegro	
Opening a bank account in Montenegro	
Assistance with enrolment in an educational institution in Montenegro	

HOW LONG IS THE TEMPORARY RESIDENCE PERMIT VALID?

The temporary residence permit is valid for one year. And can then be extended for another year. The application for the extension should be started at least 30 days before the expiry date. We recommend that our customers start preparing for these 60 days before it expires. The personal appearance of the applicant is necessary for the extension.

WHAT'S NEXT?

If you have specific questions about your personal residence permit or related topics, we would like to answer them. The best way to do this is to set up a meeting, video conference, or phone call.

Just get in touch with us. Write us an email with your contact details and your request and we will get back to you quickly.

Greetings from Podgorica, Montenegro!

Your contact:

Mrs. Bojana Minic

Managing Director of Rufil Consulting Montenegro office in
minic@rufil.me

+38267555715 (mobile/ viber/ whatsapp/ telegram)

and

Mr Philip Rowe

Company founder/ owner/ German businessman emigrated to Montenegro in 2013

Our office address:

Rufil Consulting Montenegro

Ul. Marka Radovica

Entrance 7, Office Unit 7, First Floor

81000 Podgorica, Montenegro

www.rufil.me