

Pursuant to Article 43, paragraph 3 of the Law on Foreign Nationals ("Official Gazette of RS", no. 24/18, 31/19 and 62/23), Article 17, paragraph 4 and Article 24, paragraph 2 of the Law on Government ("Official Gazette of RS", no. 55/05, 71/05 - corrigendum, 101/07, 65/08, 16/11, 68/12 - CC, 72/12, 7/14 - CC, 44/14 and 30/18),

the Minister of Interior brings the following

RULEBOOK

on the approval of temporary residency

"Official Gazette of the Republic of Serbia", number 6 as of January 26, 2024

Article 1

This Rulebook shall prescribe the detailed conditions for the approval of temporary residency, the application form layout for granting temporary residency and the temporary residence permit layout.

Article 2

The application for approval, i.e. extension of temporary residency (hereinafter: application), in compliance with the law, shall be submitted to the competent authority on the prescribed form, i.e. electronically, by filling out the online application form on the Foreign National's Portal.

Article 3

The proofs to be submitted, not issued by the competent authorities of the Republic of Serbia or not also written in the Serbian language, shall be submitted with a translation by an authorized court translator.

If the application is submitted electronically on the Foreign National's Portal, the proof shall be enclosed in the form of an original electronic document or in digital form.

When submitting the application, the foreign national shall also submit a color photo, size 35 x 45 mm.

Article 4

The short-term residential address stated on the application implies the address in the territory of the Republic of Serbia where the foreign national has a registered short-term residence and lives.

For an application submitted electronically from abroad, proof of the short-term residential address shall be enclosed complete with a tenancy agreement, i.e. a statement of the intended residential address signed by a landlord, in compliance with the law.

The residential address that is entered when submitting an application for the extension of temporary residency shall refer to the address in the territory of the

Republic of Serbia where the foreign national lives and which was last recorded in the temporary residence permit that was previously issued.

Article 5

Proof that a foreign national has the means to support him/herself during one's planned stay in the Republic of Serbia shall be considered to be:

- 1) salary certificate (salary slip and similar);
- 2) employment contract or other contract in compliance with labor regulations;
- 3) proof of pension insurance payments;
- 4) proof of scholarship;
- 5) proof of entry into the Register of Agricultural Holdings;
- 6) a certificate of or an excerpt on bank account funds of a bank registered in the Republic of Serbia in the amount of minimum salary in the Republic of Serbia for the year for which the application is submitted;
- 7) a written guarantee of a legal entity registered in the Republic of Serbia or a certified guarantee by a natural person that he/she shall incur financial costs of supporting the foreign national during the stay, with proof that the guarantor possess the funds, which is to be considered as the documentation prescribed in items 1)-6) of this Article.

Article 6

Proof of foreign national's health insurance with whose countries the Republic of Serbia has signed an international agreement on social insurance, shall be considered to be a European health insurance card, i.e. another document proving that they are insured in their country, in compliance with the regulations of the Republic of Serbia on health insurance.

Proof of foreign national's health insurance with whose countries the Republic of Serbia has not concluded an international agreement on social insurance is considered to be: the foreign national's health insurance policy; proof of scholarship; proof of possession of funds covering the costs of providing emergency medical assistance, i.e. treatment of chronic diseases; a written guarantee of a legal entity registered in the Republic of Serbia or a certified guarantee of a natural person that he/she will cover the aforementioned costs, with proof that the guarantor has funds, as well as a valid health insurance card of the Republic of Serbia.

Article 7

The application shall be submitted by a foreign national on one of the grounds for approval of temporary residence, in compliance with the provisions of Article 40 and Article 46, paragraph 2 of the Law on Foreign nationals ("Official Gazette of RS", no. 24/18, 31/19 and 62/23 - hereinafter referred to as: the Law).

Article 8

If a foreign national submits an application on the basis of a special form of employment, i.e. on the grounds of:

- 1) performing the duties of an accredited foreign journalist;
- 2) voluntary service;
- 3) an expert engaged in project implementation in cooperation with the state authorities of the RS;
- 4) creation of an audiovisual work (a foreign national who is engaged in the creation of an audiovisual work, i.e. as a member of the author's and acting team producing an audio or visual work in the territory of the Republic of Serbia) and
- 5) performing seasonal jobs,

shall submit proof from Article 43, paragraph 1, item 1), 1a), 3), 5) and 6) of the Law.

As proof of the justification of the application, in compliance with the law, the following shall be enclosed:

- 1) for the grounds referred to in paragraph 1, item 1) of this Article - accreditation of the ministry in charge of public information;
- 2) for the basis referred to in paragraph 1, item 2) of this Article:
 - (1) a voluntary service agreement;
 - (2) a legal act of the state authority on registration of a voluntary service organizer in the prescribed records of voluntary service organizers, i.e. confirmation of data from the voluntary service organizer's records not older than six months and
 - (3) a voluntary service scheme, and a written consent by the competent authority to the scheme if a voluntary service organizer is either a business or public enterprise,
- 3) for the basis referred to in paragraph 1. item 3) of this Article - a letter from the competent state authority, local self-government unit or other organization or association regarding the need to hire a foreign citizen, his/her position and position duration,
- 4) for the basis referred to in paragraph 1, item 4) of this Article:
 - (1) a contract on business cooperation entered between a domestic and a foreign business entity;
 - (2) certificate issued by a business entity from the Republic of Serbia and

(3) certificate of foreign national's employment detailing contract duration, issued by a foreign business entity, ,

5) for the basis referred to in paragraph 1, item 5) of this Article - a seasonal work job offer, exclusively in the activities prescribed by the law regulating simplified work engagement in seasonal work in certain activities (hereinafter: offer).

The offer shall, in particular, contain the following:

(1) information about the employer, namely: name, seat, registration number, activity code;

(2) data on seasonal work, namely: job description, place of work, expected duration of employment and

(3) data on working conditions and accommodation, namely: the amount of remuneration for work, excluding taxes and contributions, working hours per day and week, accommodation and food conditions, in compliance with the law and the employer's general act.

Temporary residence on the grounds on the performance of seasonal work can be granted for a period of time and in the manner prescribed by the provisions of the law regulating simplified employment in seasonal work in certain industries.

Along with the proof set forth in paragraph 2, items 2), 4) and 5) of this Article, an excerpt of the employer's registration in the Republic of Serbia shall also be considered to prove the justification of the application.

Article 9

Should a foreign national submit an application on the grounds of schooling, he/she shall enclose the proof referred to in Article 43 and Article 47, paras. 2 and 3 of the Law, and as proof of the justification of the application, a certificate of enrollment in primary or secondary school verified by the ministry responsible for education affairs shall also be enclosed.

Should a foreign national submit an application on the grounds of learning the Serbian language, as proof of the justification of the application, a certificate of attendance at the Serbian language course followed by both start and end date shall be enclosed.

In the case set forth in paras. 1 and 2 hereof, a confirmation that the educational institution has been verified in the Republic of Serbia, i.e. an excerpt on registration of a legal entity or entrepreneur in the Republic of Serbia where one attends Serbian language classes, shall be considered proof of justification of the application.

The foreign national referred to in paragraph 2 of this Article shall also enclose proof of his/her intention to study in the Republic of Serbia (proof of an initiated

procedure for the recognition of a foreign school document, proof of paid prescribed tuition fee installment, letter by an educational institution, etc.).

Article 10

Should a foreign national submit an application on the grounds of studies, he/she shall enclose the proof referred to in Article 43 of the Law, and as proof of the justification of the application, a certificate of enrollment at a higher education institution accredited by the Ministry of Education, with the specified duration of the study program shall be enclosed.

When submitting an application for extension of temporary residence on the grounds of studies, as proof of the justification of the application for extension of temporary residence, a certificate of participation in an international pupils' exchange scheme, with the indicated year of enrollment and duration of study, shall be enclosed.

Article 11

Should a foreign national submit an application on the grounds of participation in the international pupils' exchange schemes, he/she shall enclose proof from Article 43 and Article 49, paragraph 2 of the Law, and as proof of the justification of the application, a certificate of participation in the international pupils' exchange scheme, issued by a competent institution followed by specified program duration, shall be enclosed.

Article 12

Should a foreign national submit an application on the grounds of participation in international students' exchange schemes, proof referred to in Article 43 of the Law, shall be enclosed, and as proof of the justification of the application, a certificate of participation in the international students' exchange scheme, issued by the competent institution followed by specified program duration, shall be enclosed.

Article 13

Should a foreign national submit an application on the grounds of scientific research activity, proof referred to in Article 43 of the Law, shall be enclosed, and as proof of the justification of the application, the following shall be enclosed, in compliance with the law:

- 1) an excerpt on registration of an accredited scientific research organisation in the Republic of Serbia where a foreign national conducts a scientific research;
- 2) contract entered with a scientific research organization on the performance of scientific research and the implementation of research activities and
- 3) certificate issued by an institution, i.e. the legal entity where a foreign national conducts scientific research followed by the exact start and end date and duration of the research activities.

Article 14

Should a foreign national submit an application on the grounds of other scientific and educational activities, i.e. on the grounds of:

- 1) realised of scientific activities;
- 2) non-formal education, i.e. attending training or a course for starting a new occupation or profession (e.g. pilot training, IT training academy, etc.), and
- 3) sports training of younger athletes age groups, proof referred to in Article 43 of the Law, shall be enclosed.

As proof of the justification of the application, in compliance with the law, the following shall be enclosed:

- 1) for the grounds referred to in paragraph 1, item 1) hereof - a contract entered on the performance of scientific activities, i.e. a certificate followed by the start date and duration of the said scientific activities are specified;
- 2) for the grounds referred to in paragraph 1, item 2) hereof - a signed contract on training for educational purposes as well as for starting a new career detailing both the start date and duration of said educational activities and
- 3) for the grounds referred to in paragraph 1, item 3) hereof - a signed contract on sports training and attendance at a sports school detailing both the start date and duration of said activities.

The excerpt on registration of a legal entity or institution in the Republic of Serbia where a foreign national performs his/her scientific activity, i.e. a business entity that organizes non-formal education programs, or a business entity that provides a service that delivers a sports training program for young athlete age groups, shall also be considered proof of justification of application, in compliance with the law governing the field of sports.

For the approval of temporary residency for a minor foreign national, on the basis of paragraph 1, items 2) and 3) of this Article, the affidavit by parents, guardians, or legal representative, as well as a guarantee by an adult living in the Republic of Serbia that he/she shall be responsible for the foreign national during his/her stay in the Republic of Serbia, especially in terms of providing accommodation, health care and financial support for a minor foreign national, shall be enclosed.

If an adult, who provides a written guarantee for a minor, is a foreign citizen, temporary residency for the minor shall be approved for the period of time for which the guarantor is granted temporary residency.

A minor foreign national who has the obligation to attend a verified school in compliance with the law regulating education in the Republic of Serbia, shall be granted temporary residency on the grounds of schooling.

Article 15

When an application for family reunification is submitted by a foreign national who is married to:

1) a citizen of the Republic of Serbia, the proof prescribed in Article 43, paragraph 1, item 1 . 1), 1a), 3), 5) and 6) of the Law shall be enclosed, and as proof of the justification of the application, a marriage certificate issued by the competent authorities of the Republic of Serbia shall be obtained or enclosed, in compliance with the law;

2) a foreign national who has been issued a single permit or granted temporary residency referred to in Article 8 of this Rulebook shall enclose the proof prescribed in Article 43, paragraph 1, items 1), 1a), 3), 5) and 6) of the Law, and as proof of the justification of the application, a document proving a marital union with a foreign national, in compliance with the national legislation of the country where the marital union was entered into, shall also be enclosed;

3) a foreign national who has been granted permanent residency in the Republic of Serbia or a temporary residency, save for a foreign national with granted temporary residency referred to in Article 8 of this Rulebook, shall enclose the proof set forth in Article 43 of the Law, and as proof of the justification of the application, a document proving a marital union with a foreign national, in compliance with the national legislation of the country where the marital union was entered into, shall also be enclosed;

When an application on the grounds on family reunification is submitted by a foreign national who is in a common law marriage with a citizen of the Republic of Serbia or a foreign national with granted temporary residency, the proof referred to in paragraph 1 hereof shall be enclosed, except for proof of the justification of the application. As proof of the justification of the application on such grounds, proof of single status, for both partners and other proof of of a common law marriage shall be provided.

Other proof referred to in paragraph 2 of this Article with which a foreign national can prove the existence of a common law marriage shall be the declarations by common-law partners and certified statements by two witnesses of a more permanent union of life, proof of a common residential address, i.e. an excerpt from the register of common-law marriages if it is kept in the country where the common-law marriage existed).

If a joint child was born out of a common law marriage, as proof of the existence of common law marriage, a birth certificate for the child shall be obtained, i.e. enclosed, in compliance with the law.

In the case of submitting an application for approval, i.e. extension of temporary residency on the grounds on family reunification for a foreign national who, in compliance with the Law, can exceptionally be considered a member of the immediate family, the proof referred to in Article 43 of the Law, shall be enclosed, and as proof of the justification of the application, a birth certificate and proof that the applicant is dependent on the person with whom he/she is

seeking temporary residency and that he/she does not have adequate family care and nursing in the country of origin, i.e. that due to his/her health condition he/she cannot meet his/her needs, shall also be enclosed.

Article 16

If an application on the grounds on family reunification with a foreign national who has been granted right to asylum in the Republic of Serbia is submitted by a member of his/her immediate family, the proof prescribed in Article 43 of the Law, shall be supplied, and as proof of the justification of the application, a copy of the decision on granted right to asylum in the Republic of Serbia and a copy of the identity card of the immediate family member on the basis of which the application for temporary residence is submitted, as well as other proof of kinship that is at one's disposal.

If the applicant referred to in paragraph 1 of this Article does not have a travel document or other document of the country of origin and who, for justified reasons (e.g. war in the foreign national country of origin or for other reasons beyond one's control), was unable to obtain them, shall not be obliged to possess the documents referred to in Article 43 of the Law.

Article 17

If an application is submitted on the the grounds of family reunification for a minor, one of whose parents is a citizen of the Republic of Serbia or a foreign national who has been issued a single permit or approved temporary residency, set forth in Article 8 of this Rulebook, the proof prescribed in Article 43, paragraph 1, items 1), 1a), 3), 5) and 6) of the Law shall be supplied, and as proof of the justification of the application, a birth certificate for the child shall be obtained or enclosed, in compliance with the law.

If an application is submitted on the grounds of family reunification for a minor whose one of the parents has approved permanent residency or approved temporary residency, except for a foreign national on approved temporary residency from Article 8 of this Rulebook, the proof prescribed in Article 43 of the Law shall be supplied, and as proof of the justification of the application, a birth certificate for the child shall be obtained or enclosed, in compliance with the law.

When submitting an application set forth in paras. 1 and 2 of this Article presence of both parents is required, and if it is not possible to ensure the presence of both parents, in addition to the above-mentioned proof, an affidavit of the other parent must be enclosed.

Exceptionally, if the other parent is unknown, or has passed away, or is completely deprived of parental rights, i.e. business capacity, the consent of the other parent shall not be obtained.

Article 18

Should a foreign national, who in the previous four years had an approved temporary residency on the grounds of family reunification, submit an application for an independent temporary residency, he/she shall enclose the proof referred to in Article 43 of the Law as well as the proof referred to in Articles 15 to 17 of this Rulebook, in compliance with the grounds on which temporary residency was previously approved.

Should a foreign national, who in the past three years had an approved temporary residency on the basis of family reunification, submit an application for an independent temporary residency, and a member of the immediate family with whom the right to temporary residency was exercised has passed away, the proof from Article 43 of the Law shall be enclosed, and as proof of the justification of the application, the death certificate for the deceased family member shall be supplied as well.

Should a foreign national submit an application for approval of independent temporary residency as a victim of domestic violence or other difficult circumstances, who has been granted temporary residency for a period of less than four years, proof from Article 43 of the Law shall be enclosed, and as proof of the justification of the application, proof that criminal proceedings have been initiated against the immediate family member, for committing criminal offense of domestic violence, i.e. that a member of the immediate family has been legally convicted thereof, shall be obtained or enclosed, in compliance with the law.

When deciding upon the application from paragraph 3 of this Article, a document supplied by competent Center for Social Work can be enclosed, proving that measures were taken within its competence during a foreign national's temporary residency based on family reunification to protect a foreign national from domestic violence, or a document issued by a safe shelter proving that during a foreign national's temporary residency based on family reunification the applicant was accommodated in their premises for the purpose of protecting him/her against an immediate family member, who has been repeatedly reported to the police, prosecutor's office or other state bodies, due to reasonable grounds that he/she has committed the criminal offense of domestic violence.

Article 19

Should a foreign national submit an application based on the performance of a religious service, proof set forth in Article 43 of the Law shall be provided, and as proof of the justification of the application, an employment contract or a letter by a registered church or religious community in the Republic of Serbia, stating that the foreign national is engaged in the capacity of a priest or religious clerk, shall be supplied, in compliance with the law.

In addition to the proof referred to in paragraph 1 hereof, from the registry of the church or religious community in the Republic of Serbia shall also be considered to prove the justification of the application.

Article 20

Should a foreign national submit an application on the grounds of medical treatment, he/she shall enclose the proof referred to in Article 43 of the Law, and as proof of the justification of the application, an excerpt from the registry of the health institution in the Republic of Serbia and a letter by the health institution stating the place of medical treatment and the need for continuous treatment, specifying the time period of the treatment, shall be obtained, i.e. enclosed, in compliance with the law.

In case of submitting an application for approval, i.e. extension of temporary residency on the grounds of care, proof referred to in Article 43 of the Law, and as proof of the justification of the application, a letter from a social care institution and an excerpt from the registry of a social care institution in the Republic of Serbia and licence to work issued by the competent body tasked with social care activities shall be obtained, i.e. enclosed, in compliance with the law.

Article 21

Should a foreign national submit an application on the grounds of real estate ownership, proof referred to in Article 43 of the Law shall be supplied, and as proof of the justification of the application, an excerpt from the real estate folio in the land register shall be enclosed, in compliance with the law.

Notwithstanding paragraph 1 hereof, i.e. if no entry has been made in the real estate folio in the land registry, other document proving ownership of real estate (certified real estate purchase agreement, deed of gift, probate decision, property tax decision, court verdict, life state deed, etc.) shall be deemed proof of justification of application, on the grounds of real estate ownership.

Article 22

Should a foreign national submit an application for humanitarian reasons due to one's family, cultural or social ties with the Republic of Serbia, and if owing to specific circumstances related to one's previous stay in the Republic of Serbia, one was unable to submit the application in a legally prescribed manner, proof referred to in Article 43 of the Law shall be enclosed, and as proof of the justification of the application for the approval of humanitarian residency, the foreign national shall supply one or more pieces of evidence on the basis of which it can be established that in the previous period he/she completed school in the Republic of Serbia, was work engaged, has close, lineal relatives in the Republic of Serbia, i.e. the collateral line to the second degree of kinship with whom one maintains close contacts, that one has established a marital union, that he/she understands and speaks the Serbian language, and that due to the aforementioned circumstances there are reasonable prospects that one will fully

integrate into social life following the regulation of one's stay in the Republic of Serbia.

Specific circumstances referred to in paragraph 1 of this Article may refer to not having a travel document, which the foreign national was unable to obtain for justified reasons (e.g. war in the foreign national's country of origin or for other reasons beyond one's control), to a difficult financial situation of the foreign national, which was beyond one's control, i.e. that the foreign national did not regulate his stay in the Republic of Serbia due to particularly difficult health reasons, age or justified family or personal situation.

The justification of the application for the approval of humanitarian residency for a foreign national cooperating with the police or judicial authorities, and his/her presence is necessary in the procedure conducted before such authorities, shall be proven by the authority's confirmation of his/her participation in that procedure, which shall be obtained *ex officio*.

An application for humanitarian residency for a minor foreign national who has been abandoned, who is a victim of organized crime or for other reasons has been left without parental care or unaccompanied, shall be supplied by a social worker in the presence of the minor.

Article 23

When deciding on the application for extension of temporary residency submitted in compliance with Article 41, paragraph 8, of the Law, the competent authority, in addition to the application of general principles that govern when deciding on a application for extension of temporary residency, shall also consider proof of the existence of justified reasons for untimely submission of an application for extension of temporary residency, which shall be enclosed to the application for extension of temporary residency.

The foreign national shall prove the existence of justified reasons from paragraph 1 of this Article by submitting documentation on illness, natural and other natural disasters, unforeseen events the foreign national and members of his/her immediate family have been faced with (severe illness, death, etc.), i.e. by another document that proves the validity of the reasons owing to which the foreign national did not submit a timely application for extension of temporary residency in the Republic of Serbia.

Article 24

If the conditions for the approval of temporary residency are met, the foreign national is obliged to approach in person at the premises of the competent authority, in order to have his/her biometric data taken and issuing a confirmation of the initiated procedure of issuing a temporary residence permit in the form of a card. Prior to collecting biometric data, the police officer shall check the identity of the foreign national, based on the foreign travel document that the foreign national possesses or based on the identity card of the country

whose citizens, in compliance with the applicable regulations, can enter the Republic of Serbia with an identity card, and then determine whether prescribed fees for the issuance of the document have been paid in compliance with the regulations regulating the amount of fees and charges for the issuance of a temporary residence permit.

Article 25

Following the collected biometric data, the foreign national shall inspect the data and give one's consent that his/her personal data has been accurately and properly recorded, after which the foreign national shall be issued a confirmation of the initiated process of issuing a temporary residence permit, which shall be personally delivered to the foreign national.

The confirmation referred to in paragraph 1 of this Article shall also contain the foreign national personal identification number.

Article 26

In the event that the temporary residence permit is declared invalid, i.e. when damaged, when the photo no longer matches the appearance of the foreign national, or when for other reasons the previously issued card cannot serve its purpose, the provisions of this rulebook for issuing a residence permit in the form of a card shall be applied accordingly.

If a foreign national is issued a new temporary residence permit for the reasons referred to in paragraph 1 hereof, the new temporary residence permit shall be issued by the competent authority on the territory of which the foreign national has a registered residential address, with the date of issuance from the date of the application for the issuance of a new temporary residence permit and the validity period until the date until which the foreign national has been granted temporary residency.

In the case of paragraph 1 of this Article, new biometric data shall be collected only in the case when there have been changes that affect the identification of the foreign national, and the previous card shall be physically canceled by perforation upon issuing a new temporary residence permit.

Article 27

The temporary residence permit form shall be double-sided (front and back), rectangular, in the form of a card, ID-1 format, with an embedded chip, made of multi-layer polycarbonate material, with dominant blue tones on the front of the form.

The form shall be made in accordance with the standards ISO/IEC 7810, for physical characteristics, ISO/IEC 10373, for testing physical characteristics, ISO/IEC 7816-1, ISO/IEC 7816-2, ISO/IEC 7816-3 and ISO/IEC 7816-4, 7816-6 for inter industry data elements for interchange, 7816-8, for interindustry

security commands, and 7816-9, for card control commands related to electrical circuits and contacts.

The protective elements on the temporary residence form shall include: micro printing, OVI (optically variable ink) for a graphic display in the form of a shield with four lenses with the edges facing the vertical beam of the cross, guilloche lines, iris printing, printing with UV colors, UV threads, control number, DOVID (Diffraction Optical Variable Element), in accordance with the defined technical specification and Artwork approved by the customer and MLI zone.

Article 28

The information on the temporary residence permit form shall be written in Serbian, Cyrillic and English.

On the front page of the temporary residence permit form, the title shall say "TEMPORARY RESIDENCE PERMIT" and the following information shall be provided: last and first name of the foreign national, date of birth (day, month and year of birth), gender, citizenship, registration number of the temporary residence permit, document validity date, basis of stay, a photograph of the foreign national, a picture of the owner's signature and a note.

The temporary residence permit shall contain a note on whether a foreign national who has been granted temporary residence has the right to work in the Republic of Serbia, in compliance with the provisions of the law regulating the employment of foreign nationals.

The temporary residence form shall contain the following information on the back: document serial number, foreign national's Personal identification number, country of birth, issuing authority, date of issue and machine-readable zone.

In the temporary residence permit card chip, in addition to the visible data, the following shall be entered: the foreign national's biometric fingerprint, a space for a machine-readable zone for the purposes of automatic data reading, the full name of the grounds for issuing a temporary residence permit, the full name of citizenship, information on whether the foreign national is legally entitled to work, data on his/her residential address and other data, in compliance with the law.

In case of changes to the foreign national's residential address, in compliance with the law, the foreign national shall address the competent authority on the territory of which the new residential address is located, and the data on the change of residential address and the date of the change of residential address shall be recorded in the temporary residence permit card chip.

In case of a change to the residential address or a change of street name/renumeration, the foreign national must contact the competent authority in order to have the said change of data recorded in the chip, without issuing a new temporary residence permit card.

Article 29

The application form layout for approval, i.e. extension of temporary residency (Form 1), with an English translation, shall be printed on A4 paper, and attached to this Rulebook and shall form an integral part thereof.

The temporary residence permit form layout (Form 2) shall be printed in the Annex to this rulebook and shall form an integral part thereof. The Instruction on the manner of collection of biometrical data shall pose an integral part of Form 2.

Article 30

A foreign national who has been granted temporary residency and has a sticker placed in his/her travel document, i.e. a decision on approved temporary residency, in compliance with the regulations that were in force prior to the entry into force of this Rulebook, shall continue to reside in the Republic of Serbia until the expiration of the period for which one was granted temporary residency, in compliance with the regulations according to which temporary residency was approved.

Article 31

Proceedings that were started in compliance with the regulations that were valid until the entry into force of this Rulebook, shall be completed in compliance with those regulations.

Article 32

On the date of commencement of application of this Rulebook, the Rulebook on Detailed Conditions for Temporary Residence, Application Form Layout for Temporary Residence Approval, Layout and Manner of Affixing a Temporary Residence Sticker in a Foreign National's Travel Document ("Official Gazette of the RS", number 72/18) ceases to be valid.

Article 33

This Rulebook shall enter into force on February 1, 2024.

01 number 021-57/24-8

In Belgrade, January 26, 2024

Minister,

Bratislav Gašić, duly

Образац попунити читко на српском језику користећи **ВЕЛИКА СЛОВА**.
Fill out the form legibly in Serbian language using **CAPITAL LETTERS**.

Попуњава службено лице органа коме је поднет захтев To be filled out by the authorized person of the authority to which the application was submitted			
Примљено			
Датум	Број	Потпис	Број решења

Назив органа коме се захтев подноси
The authority to which the application is submitted

ЗАХТЕВ ЗА ОДОБРЕЊЕ/ПРОДУЖЕЊЕ ПРИВРЕМЕНОГ БОРАВКА
APPLICATION FOR ISSUANCE OF APPROVAL FOR TEMPORARY STAY

1.	Презиме Surname		
2.	Име Given name(s)		
3.	Пол Sex	<input type="checkbox"/> мушко – male <input type="checkbox"/> женско – female	Име родитеља - Parent's name
4.	Дан, месец и година рођења Day, month and year of birth		Евиденцијски број - Personal identification number
5.	Место и држава рођења Place and country of birth		
6.	Држављанство Nationality		
7.	Занимање Occupation		
8.	Пребивалиште, односно боравиште и адреса стана у иностранству Residence, place of stay and address abroad		
9.	Адреса боравишта/станована у Републици Србији, место, општина, улица и број зграде, спрат, стан, ПАК –Поштански адресни код, назив објекта смештаја или име и презиме станодавца Foreigner's address in the Republic of Serbia, city, municipality, street, number of the building, floor number and apartment number, PAK - Postal address code, name of the accommodation facility or the name and surname of the landlord Број телефона и адреса електронске поште страног држављанина Phone number and e-mail		
10.	Датум и место уласка у Републику Србију Date and place of entry into Republic of Serbia		
11.	Основ привременог боравка Purpose of temporary residence in the Republic of Serbia		
12.	Врста и број путне исправе, датум издавања и до када важи Passport type and number, date of issue and date of expire		

13.	Подаци о лицу на основу чијег статуса у Републици Србији се тражи одобрење боравка: Презиме и име, јединствени матични или евиденцијски број, држављанство, статус члана породице. Data relating the person on the basis of whose status in the Republic of Serbia residence permit is requested: Surname and given name(s), Personal identification number, Nationality, Status of the family member.	
14.	Назив факултета, школе или друге организације где се странац школује односно установа у којој се обавља лечење, адреса, матични број и ПИБ. Name of faculty, school or other organization attended by foreigner, or institution where medical treatment is performed, address, identification number and tax ID number.	
15.	Назив институције, организације или другог привредног субјекта по основу кога странац подноси захтев за привремени боравак (град, адреса, матични број и ПИБ) Name of the institution, organization or other business entity with whom a foreigner applies for temporary residence (town, address, identification number and tax ID number).	
16.	Период за који се одобрење привременог боравка тражи Anticipated period of stay until	

Завршна изјава:

Final statement

- Овим потврђујем да су сви подаци наведени у тачкама 1-16 потпуни, истинити и да одговарају подацима у приложеним документима. Потврде које су на другим језицима приложене су са српским преводом - Hereby I confirm that all the data given under items 1-16 are complete, that they are true and correspond to the data in the attached documents. Certificates in other languages are attached together with the Serbian translation.
- Пристајем да моји лични подаци, и нарочито осетљиви подаци могу бити обрађивани од стране полицијских службеника у поступку одобрења привременог боравка, као и да поступајући по мом захтеву могу вршити провере навода из захтева, теренске провере, сачињавати службене белешке или извештаје у циљу утврђивања чињеница који су од утицаја на поступак решавања - I agree that my personal data, as well as particularly sensitive data may be processed by police officers in the procedure of approval of temporary residence permit, and that police officers may, upon my application, check the validity of the given data, perform field checks, make official notes or reports for the purpose of establishing the facts which have an impact on the process of approval.
- Пристајем да се сви моји лични подаци који се наводе на овом образцу могу проследити на проверу надлежним државним органима Републике Србије у сврху одлучивања о овом захтеву - I agree that all my personal data given on this form may be forwarded to the competent state authorities of the Republic of Serbia for the purpose of deciding upon this application.
- Упознат/а сам да мој захтев због непотпуних и нетачних података који су изнети, као и због опозива пристанка датог њ-у тачки 2. завршне изјаве може бити одбијен - I am informed that my application may be rejected due to incomplete and inaccurate data given, as well as due to revoking the consent provided for in point 2, of the final statement.

У/In

Дана

Date

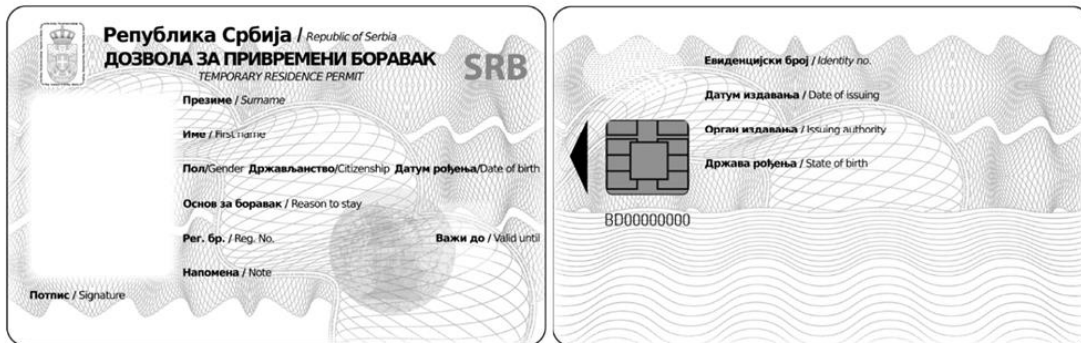
Потпис подносиоца захтева – Signature of the applicant

Попуњава службено лице органа коме је поднет захтев
To be filled out by the authorized person of the authority to which the application was submitted

Како је захтев решен	Датум и потпис овлашћеног лица	
Период одобреног привременог боравка	од	до

Напомене:

Образац 2.



Инструкција о начину узимања биометријских података

Под узимањем биометријских података (фотографија, отисци прстију и потпис странца) подразумева се узимање података помоћу одговарајућих техничких средстава и превођење тих података у електронски облик.

Узимање фотографије се врши дигиталном камером, тако да 70–80% фотографије заузима лице; да је фотографија је оштра и јасна, високог квалитета и да приказује природну боју коже; да лице гледа директно у камеру, да се јасно виде обе ивице лица, без осмеха и гримаса, са затвореним устима; да су очи отворене и јасно видљиве (без косе преко очију); да је иза лица које се фотографише једнобојна сива позадина; за лице са наочарима: очи јасно видљиве, да рам не заклања било који део ока, без рефлексије; на фотографији не смеју да се виде друге особе, делови намештаја или други предмети.

Узимање отиска прста се врши скенером за отиске и подразумева узимање отиска левог и десног кажипрста, на додир и ваљањем прста у једном правцу од једне до друге ивице нокта. Ако лице нема кажипрст, узима се отисак наредног прста и то овим редоследом: палац, средњи прст, домали, мали. Ако узимање отисака прстију скенером из било ког разлога није могуће или ако тако узети отисци не могу послужити биометријској обради или лице нема прсте, у евиденције уписује се напомена ознака НД (није доступно).

Узимање потписа се врши помоћу табле за дигитализацију потписа, а узети потпис мора бити читко исписан.

У прописане евиденције службено лице уписује податак са којих прстију су узети отисци, односно да узимање отиска није доступно, што својим потписом потврђује. Ако је лице неписмено или из других објективних разлога узимање потписа није могуће, уписује се напомена и место за потпис остаје празно.

Малолетном странцу до навршене 12 године живота не узимају се отисци прстију ни потпис.