

EU registration certificate

In order to get an EU registration certificate at the State Administration, please bring:

- passport / national ID card as well as a color copy of the passport / ID card
- complete OD1 application form (for each applicant, also for children)
- one passport picture (two if you are from outside of EU)
- documentation for the basis on which you apply for registration (see options below)

Documentation for the basis on which you apply for registration:

Employed:

- employer's declaration (Appendix A in the application form)

or

- employment contract

The document must be dated and signed not more than 30 days before you submit the application.

Self-employed:

- budget covering the first year of operation drawn up by a registered public accountant or a state-authorized public accountant
- if you already have a CVR-number: proof of registration at the Danish Commerce and Companies Agency
- lease agreement that states where the activity is based (if applicable)

Student:

Acceptance letter from an educational facility that the Danish Ministry of Education has approved

Sufficient funds:

Documentation for sufficient resources to finance your stay:

- bank statement from an account in your name
- a declaration from your employer outside of Denmark

or

- other documents proving that you can provide for yourself while living in Denmark

If another person is willing to assume responsibility for your subsistence, he/she must provide the same documentation and fill out a support declaration.

You and your provider must appear in person at the appointment.

Family member to an EU-citizen living in Denmark:

Documentation of family relationship with the EU-citizen:

- Marriage certificate and / or birth certificate

If you are a co-habiting couple:

- documentation that you have been living together for a minimum of 1½-2 years (lease, rent receipt, owner contract, etc.)
- documentation for your spouse's or parent's basis of stay