

Documents for requesting a repeated residence permit

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A foreigner is entitled to repeatedly request for a residence permit during the validity period of the previous residence permit or within a time period 90 days after expiry of the residence permit (during the period of lawful stay), considering the time period for examination (30 days) and production of the residence permit (10 working days).

Foreigners located in Latvia can submit their documents as follows:

- submit electronically, confirming each document with a secure electronic signature; or
- send by post as an ordinary, non-registered item, presenting in the application documents their e-mail address and telephone number for communication.

Foreigners located abroad of Latvia can submit the documents:

- submit electronically, confirming each document with a secure electronic signature; or
- send by post from abroad as an ordinary, non-registered item, presenting in the application documents their e-mail address and telephone number for communication.

In order to request a repeated residence permit, a call approved by the Office shall be required. A call shall not be required if a foreigner:

- is an individual merchant;
- is the sole official of the merchant registered in the Commercial Register, having the rights of representation;
- is a self-employed person;
- is a representative of a foreign merchant;
- has dissolved or dissolves the marriage or his or her spouse has deceased and a minor child - a citizen of Latvia or non-citizen of Latvia - is under a custody of the foreigner;
- was the citizen of Latvia on 17 June 1940;
- requests or wishes to register the permanent residence permit;
- requests a residence permit, on the basis of the request of the competent state security authority, law enforcement authority or direct state administration authority;
- requests or registers the residence permit due to the fact that he or she has been appointed as a guardian or trustee of a citizen of Latvia or a non-citizen of Latvia;
- requests the residence permit in accordance with Section 23, Paragraph one, Clauses 23, 25, 26, 27, 29, 30, 31, 32 or 33 of the Immigration Law or in accordance with Section 31, Paragraph three of the Immigration Law;
- registers the temporary residence permit, which is issued in accordance with [Section 30](#) or [Section 31 of the Immigration Law](#);
- requests or registers the temporary residence permit due to studies in the general education institution accredited in the Republic of Latvia;
- requests or registers the temporary residence permit in accordance with [Section 23](#), Paragraph three of the Immigration Law;
- is a family member of the above-mentioned foreigners, when requesting the residence permit at the same time.

The foreigner shall submit:

a copy of the valid travel document (the foreigner shall certify the compliance of the document with the original);

submission in a free form ([sample](#)), specifying the reason for requesting a residence permit and the time period, for which the residence permit is requested (if the information in the questionnaire for requesting a residence permit has not changed). A questionnaire for requesting a residence permit shall be submitted, if a foreigner repeatedly requests a residence permit, in accordance with Section 23, Paragraph one, Clauses 28, 29, 30 or 31 of the Immigration Law, or he or she is a citizen of the country included in the list referred to in [Section 4](#), Paragraph nine of the Immigration Law or a foreigner, to whom a status of a stateless person, a refugee or alternative status or provisional protection is granted in the foreign country;

the document, confirming the necessary means of support as long as the foreigner will stay in the Republic of Latvia (it should not be submitted, if it is submitted when preparing a call);

a document, confirming the planned place of residence (should be submitted if it will change);

payment document, confirming payment of the State fee.

Depending on the reason of travel, if the reason for requesting a residence permit does not change, the documents should be submitted in addition, substantiating the need of stay, if the foreigner stays as:

an individual merchant:

- business plan verified by a certified auditor for the planned period of activity;
- documents, confirming that he or she has sufficient personal financial means for commencement of activities specified in the business plan;
- a permit (licence, certificate), if the work is performed, the performance of which requires a permit;
- a business plan verified by a certified auditor, if the previous business plan has been fulfilled (starting with the second year of operation);
- documents, confirming that during the whole period of validity of the temporary residence permit he or she has made tax payments to the state budget and municipal budgets in accordance with the provisions of the tax declarations in each previous reporting year, the total amount of which is not below 14 230euro (excluding from the total amount of taxes the sums of tax payments, which were refunded or are to be refunded from the state budget), but for the first non-full reporting year since the issue of a temporary residence permit the total amount of tax payments paid to the state budget and municipal budgets on average is not below 1150 euro per month;

official registered in the Commercial Register:

- documents, confirming that during the whole period of validity of the temporary residence permit the commercial company has made tax payments to the state budget and municipal budgets in accordance with the provisions of the tax declarations in each previous reporting year, the total amount of which is not below 21 350euro (excluding from the total amount of taxes the sums of tax payments, which were refunded or are to be refunded from the state budget), but for the first non-full reporting year since the issue of a temporary residence permit the total amount of tax payments paid to the state budget and municipal budgets on average is not below 1750 euro per month; Additional documents shall not be submitted, if the company, where the foreigner is employed, employs more than 10 employees and the annual turnover or total balance-sheet thereof exceeds two million euro.

a self-employed person:

- business plan verified by a certified auditor for the planned period of activity;
- documents, confirming that he or she has sufficient personal financial means for commencement of activities specified in the business plan;
- a permit (licence, certificate), if the work is performed, the performance of which requires a permit;
- a business plan verified by a certified auditor, if the previous business plan has been fulfilled (starting with the second year of operation);

- documents, confirming that he or she has made tax payments to the state budget and municipal budgets in accordance with the provisions of the tax declarations in the previous reporting year, the total amount of which is not below 9 960euro (excluding from the total amount of taxes the sums of tax payments, which were refunded or are to be refunded from the state budget), but for the first non-full reporting year since the issue of the initial temporary residence permit the total amount of tax payments paid to the state budget and municipal budgets on average is not below 800 euro per month;

a representative of a foreign merchant:

- documents confirming that the foreign merchant has fulfilled the business plan, which confirms the business strategy of the foreign merchant for operation in the Republic of Latvia, facilitating the development of the manufacturing or service industry;
- documents confirming the active activity of the representative office of the foreign merchant during the previous year, as a result of which the economic growth of the Republic of Latvia has been facilitated;

service provider:

- a letter of the foreign employer, which confirms that the foreigner is transferred for performance of services in the Republic of Latvia;
- an employee involved in the implementation of the international agreement or project, where the direct state administration authority of the Republic of Latvia or a derived public person is participating;
- a document, confirming that the foreigner participates in the implementation of the contract or project;

a foreigner, who has made financial investments in the financial institution of the Republic of Latvia:

- a document issued by the credit institution of the Republic of Latvia, confirming that the foreigner has subordinate liabilities with the credit institution of the Republic of Latvia and the term of the transaction is at least five years;

a shareholder of the capital company, who has made an investment into the equity capital of the capital company:

- in accordance with Section 23, Paragraph one, Clause 28(a) of the Immigration Law: documents, confirming that during the whole period of validity of the temporary residence permit the capital company has made tax payments to the state budget and municipal budgets in accordance with the provisions of the tax declarations in each previous reporting year, the total amount of which is not below 40 000euro (excluding from the total amount of taxes the sums of tax payments, which were refunded or are to be refunded from the state budget), but for the first non-full reporting year since the issue of a temporary residence permit the total amount of tax payments paid to the state budget and municipal budgets on average is not below 3300 euro per month;
- in accordance with Section 23, Paragraph one, Clause 28(b) of the Immigration Law: documents, confirming that during the whole period of validity of the temporary residence permit the capital company has made tax payments to the state budget and municipal budgets in accordance with the provisions of the tax declarations in each previous reporting year, the total amount of which is not below 100 000euro (excluding from the total amount of taxes the sums of tax payments, which were refunded or are to be refunded from the state budget), but for the first non-full reporting year since the issue of a temporary residence permit the total amount of tax payments paid to the state budget and municipal budgets on average is not below 8300 euro per month;
- in accordance with Section 23, Paragraph one, Clause 28(c) of the Immigration Law: the issued temporary residence permit shall be in force, if during its validity period the capital company, where the foreigner has made the investment, has made tax payments to the state budget and municipal budgets in accordance with the provisions of the tax declarations in each reporting year, the total amount of which is not below 100 000euro (excluding from the total amount of taxes the sums of tax payments, which were refunded or are to be refunded from the state budget), but for the first non-full reporting year since the issue of a temporary residence permit the total amount of tax payments paid to the state budget and municipal budgets on average is not below 8300 euro per month; Tax payment in total amount shall include also the tax payments made by subsidiaries registered in the Republic of Latvia;

a scientist, who stays in relation to scientific cooperation:

- a document confirming the fact of scientific cooperation;
full-time student:
- an agreement regarding studies in the Republic of Latvia;
a student in the education institution accredited in the Republic of Latvia:
- an agreement regarding studies in the Republic of Latvia;
in relation to internship or in-service training in the education institution of the Republic of Latvia or commercial company registered in the Commercial Register:
- cooperation of the relevant education institution and the sending authority or organization;
- employment contract, if the stay in the Republic of Latvia is related to employment relations;
in relation to medical treatment:
- agreement regarding in-patient medical treatment in the medical treatment institution;
in relation to religious activity:
- letter of referral of the foreign religious organization;
owner of the immovable property:
- a document confirming that there are no debts of immovable property tax payments;
due to human considerations:
- documents, confirming that the foreigner needs to stay in the Republic of Latvia.

A foreigner, who has been granted a status of the permanent inhabitant of the European Community in another Member State and who has stay in the Republic of Latvia for one year, in accordance with [Section 23](#), Paragraph one, Clause 6 of the Immigration Law, when repeatedly requesting for a residence permit due to employment, shall submit the employment contract or draft thereof.

!!! If a foreigner stays in the Republic of Latvia, in accordance with Section 23, Paragraph one, Clauses 2, 3, 4, 8 or 28 of the Immigration Law by requesting a repeated residence permit, also in the case of change of the reason for requesting a residence permit, shall submit the documents, confirming the fact that active commercial activity is performed and economic growth of the Republic of Latvia is facilitated.

!!! If the stay of a foreigner in the Republic of Latvia is related to employment or commercial activity, or a foreigner is a self-employed person, in addition to the above-mentioned documents, a statement of the competent authority shall be submitted regarding making the contributions of the state social insurance and personal income tax and amount thereof, if any are available at the disposal of the foreigner.

Contributions of the personal income tax and state social insurance shall be paid from the income that the foreigner has indicated, when submitting documents for requesting a residence permit.

!!! A foreigner, who has or has been granted a temporary residence permit in accordance with Clause 28, 29 or 30 of Paragraph one of this Section, has the right to repeatedly request a temporary residence permit, if the provisions necessary for the issue thereof still exist and, upon repeatedly receiving the temporary residence permit, he or she pays to the state budget 5000 *euro*. If a repeated temporary residence permit is requested within later than 90 days after expiry of the previous temporary residence permit or the object of investment changes, the provisions of this Section shall be applied that are subject to the requesting of the initial temporary residence permit.

<https://www.pmlp.gov.lv/en/documents-requesting-repeated-residence-permit>