

INTERNATIONAL PROTECTION.

DOCUMENTS ISSUED TO FOREIGNERS UNDER THE PROCEDURE FOR GRANTING INTERNATIONAL PROTECTION



UNIA EUROPEJSKA
FUNDUSZ AZYLU,
MIGRACJI I INTEGRACJI



OFFICE FOR
FOREIGNERS

„Bezpieczna przystań”

Projekt „Opracowanie i wdrożenie długofalowej strategii komunikacyjnej Urzędu do Spraw Cudzoziemców” współfinansowany z Programu Krajowego Funduszu Azylu, Migracji i Integracji.

Wyłączna odpowiedzialność za wyrażone opinie spoczywa na autorze i Komisja Europejska oraz Ministerstwo Spraw Wewnętrznych i Administracji nie ponoszą odpowiedzialności za sposób wykorzystania udostępnionych informacji.



DOCUMENTS ISSUED TO FOREIGNERS UNDER THE PROCEDURE FOR GRANTING INTERNATIONAL PROTECTION

TEMPORARY FOREIGNER'S ID (TZTC)



GENERAL INFORMATION

- **confirms ID of the foreigners** under the procedure for granting international protection;
- the first TZTC is issued by the Border Guards within 90 days (or for the period of 10 days to a foreigner, who was transferred to Poland from another Member State of the EU under the Dublin procedure and have already submitted the application in Poland);
- next document is issued by the Head of the Office for Foreigners for the period of **6 months** at the REQUEST of the foreigner;
- TZTC is a **free of charge document**;
- an application for issuance/exchange of the TZTC should be submitted immediately to the Head of the Office for Foreigners **after expiry of the previous document**.

CHILDREN:

- TZTC may be issued to a child, on behalf of who the application for granting international protection was submitted and who is **AT LEAST 5 YEARS OLD**.



APPLICATION FOR ISSUANCE/EXCHANGE OF THE TZTC

- 1 current biometric photograph;
- previous TZTC document.



OFFICE FOR FOREIGNERS

- **send by post:** ul. Taborowa 33, 02-699 Warszawa;
- **in person:** Registry office of the OFF, Taborowa 33 Street, Warsaw



WAITING TIME

- 30 days.



IMPORTANT

- TZTC is sent by post.
- **it is not possible to personally receive the document!**

A

DOCUMENTS ISSUED TO FOREIGNER AFTER OBTAINING A POSITIVE DECISION ON GRANTING INTERNATIONAL PROTECTION WITHIN THE TERRITORY OF POLAND

DECISION ON GRANTING A REFUGEE STATUS

RESIDENCE CARD

(issued for the period of 3 years);

confirms the ID of the Foreigner during his/her stay within the territory of the Republic of Poland and entitles, along with a travel document, to cross the border.

THE TRAVEL DOCUMENT ENVISAGED IN THE GENEVA CONVENTION OF 1951 (GDP)

(issued for the period of 2 years);

GDP is issued and exchanged by the Head of the Office for Foreigners.



APPLICATION FOR ISSUANCE/EXCHANGE OF THE DOCUMENTS

Preferably, the application for exchange of the documents should be submitted 30 days before their expiry to the Head of the OFF.

APPLICATION FOR ISSUANCE/EXCHANGE OF A RESIDENCE CARD

- 2 current biometric photographs;

- statement of the Municipal office on the current registered residence for a minimum of 2 months;

- confirmation of the payment: PLN 50 for exchange of a RC; PLN 100 or more for loss a residence card; PLN 25 students below 16 years of age;

/-/-

- photocopy of all the filled in pages of the current travel document.



FINGERPRINTS

Taken from persons who are **OLDER THAN 6 YEARS**.
When receiving the documents the fingerprints are taken again.



WAITING TIME FOR A NEW DOCUMENT

- approx. 30 days. The foreigner receives the documents **IN PERSON**.



IMPORTANT

* In the case when document was issued to a person who is younger than 13 years of age, the document must be received by their statutory representative (e.g. mother or father) or a guardian.

* A minor who is older than 13 years of age or an incapacitated person receives the document in person in the presence of at least one of the parents or guardians.

B

DOCUMENTS ISSUED TO FOREIGNER AFTER OBTAINING A POSITIVE DECISION ON GRANTING INTERNATIONAL PROTECTION WITHIN THE TERRITORY OF POLAND

DECISION ON GRANTING SUBSIDIARY PROTECTION

RESIDENCE CARD

(issued for the period of 2 years);

confirms the ID of the Foreigner during his/her stay within the territory of the Republic of Poland and entitles, along with a travel document, to cross the border.



APPLICATION FOR ISSUANCE/EXCHANGE OF THE DOCUMENTS

Preferably, the application for exchange of the documents should be submitted 30 days before their expiry to the Head of the OFF.

APPLICATION FOR ISSUANCE/EXCHANGE OF A RESIDENCE CARD

- 2 current biometric photographs;

- statement of the Municipal office on the current registered residence for a minimum of 2 months;

- confirmation of the payment: PLN 50 for exchange of a RC; PLN 100 or more for loss a residence card; PLN 25 students below 16 years of age;

- photocopy of all the filled in pages of the current travel document.



FINGERPRINTS

Taken from persons who are **OLDER THAN 6 YEARS**.
When receiving the documents the fingerprints are taken again.



WAITING TIME FOR A NEW DOCUMENT

- approx. 30 days. The foreigner receives the documents **IN PERSON**.



IMPORTANT