

# Checkliste

## Employment/ EU Blue Card

### The following documents are required for the application:

- Completed and signed application form\*
- National passport
- Proof of continuous sufficient health insurance coverage:
  - In the case of a statutory health insurance: Current insurance confirmation
  - In the case of private health insurance: confirmation of Annex 6 or 7 by the health insurance company\*
- Rental agreement with details of the current rental costs and the size of the apartment
- Workplace and job description / "Erklärung zum Beschäftigungsverhältnis", to be completed and stamped by the employer (if first application or when changing employer)\*
- Employment contract (if first application or change of employer)
- Statement of earnings for the first two and last three months (for extension)
- Current confirmation of employment as proof of continued work relationship (for extension)
- Proof of qualification (if first application) in original with legalisation / apostille and translation by officially accredited translator
- Proof of recognition of the professional qualification, if available:  
Extract from "Anabin" at [www.anabin.kmk.org](http://www.anabin.kmk.org) in the case of university degrees or recognition certificate from the responsible office (see [www.anererkennung-in-deutschland.de](http://www.anererkennung-in-deutschland.de)).
- From the age of 45 years and a gross monthly income of less than 3,905 euros, an adequate pension is required (does not apply to "EU Blue Card" or to employment without recognized qualification)
- Current biometric photograph (no copies)\*\*

\*See Form

\*\* You can have your photo taken at a booth on site for a fee of 6 euros.

Please plan enough time prior to your appointment for this.

### Information for the application:

To apply for a residence permit, please contact the Immigration Office of the Hamburg District Offices responsible for your place of residence. Alternatively, you can get an appointment at the Hamburg Welcome Center for Professionals if your expected income exceeds the value limit according to § 18 b Abs. 2 S. 2 Aufenthaltsgesetz (currently 44,304 Euro).

To determine the responsible district office, proceed as follows:

1. Call up the Hamburg Administration Guide (Behördenfinder):  
[www.hamburg.de/behordenfinder](http://www.hamburg.de/behordenfinder)
2. In the "Suchbegriff" field, enter the term "Ausländerangelegenheiten" and select "Suchen"
3. Enter the registration address in Hamburg (street and house number)
4. Select the red button "Weiter"

The Hamburg Administration Guide will show you the relevant department's contact details and opening hours.

To have your application processed at the Hamburg Welcome Center for Professionals, please make an appointment via e-mail: [professionals@welcome.hamburg.de](mailto:professionals@welcome.hamburg.de).

Please do not staple or clip documents.

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Additional documents may be requested. The application is subject to a fee. Payment only in cash or with EC card. Credit card payment is not possible.