

# Checklist

## Work and Travel

### 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 3 by the health insurance company\*
- Proof of financial means
- Current biometric photograph (no copies)\*\*
  
- Citizens of Australia, Israel, Japan or New Zealand and Canada can apply for a residence permit in Germany.
  
- Citizens of the Republic of Korea can only apply for a residence permit if they already have a residence permit in Germany, for example, for participation in a language course.
  
- Citizens of Australia, Israel, Japan, the Republic of Korea and New Zealand must be at least 18 years old and no older than 30 years . For Canada, the maximum age limit is 35 years.

\*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.

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### 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 or the Hamburg Welcome Center for Professionals.

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.

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.