

Application form

GL/RF1_en_190525

Application for residence permit for religious workers

Uses

This form is to be used when applying for a residence permit as a religious worker in Greenland, i.e. as a

- member of the clergy,
- missionary,
- sister of a religious order for example nun or
- brother of a religious order for example monk within a religious order or denomination in Greenland.

The form can also be used to apply for an **extension** of a residence permit as a religious worker.

When applying for a residence permit for a religious worker in Greenland, the religious order/denomination and the applicant must fill out separate parts of this form and attach the required documentation.

How to apply

1. **The religious order/denomination** completes **part 2** of this form and signs in section 11.
2. The religious order/denomination attaches the required documentation (see below).
3. Once the religious order/denomination has completed part 2, it forwards the whole form with the attached documentation to the applicant.
4. **The applicant** (the religious worker) completes **part 1** of this form and signs in section 6.
5. The applicant attaches the required documentation (see below).
6. The applicant submits the application (part 1 and 2 including required documents) at a Danish embassy or diplomatic mission in his/her country of residence. If the applicant is a legal resident of Greenland, the application may normally be submitted to the police in Greenland. If the applicant is a legal resident in Denmark, the application can also be submitted to the Danish Immigration Service's Citizen Service. Read more about where and how you submit the application at newtodenmark.dk.

Which documents must you attach?

The applicant must attach the following documents:

- Copy of passport (all pages including front page)
- 1 passport photo. The passport photo must be affixed to the personal data card used for issuing residence card in Appendix 1
- Documentation that you have applied for or have been granted authorization to perform weddings (if applicable).

The religious order/denomination in Greenland should attach the following documents:

- Description of the work the applicant is to carry out in Greenland (e.g. contract or invitation with a description of tasks and responsibilities)

The applicant must bring his/her passport

The applicant must bring his/her original passport, when the application is submitted or when the biometric features are recorded, so the authorities can verify his/her identity and the validity of the passport.

For more information

More information about the rules governing residence permits in Greenland is available at newtodenmark.dk, where you can also find information about processing times. If you have questions when filling out the forms, you can also contact the Danish Immigration Service. See contact information at www.newtodenmark.dk/contact-us

If you want a quick response

Your application will be processed faster if you have completed the form correctly and attached the necessary documents.

If this form is used to apply for an extension of a residence permit, please note that the application must be submitted before the applicant's current residence permit expires

If the applicant submits his/her application after the date his/her current residence permit expires, it will mean the applicant is residing and/or working illegally in Greenland. As such, you should expect the application to be **rejected**. In this case, the Immigration Service will not process the application, and the applicant will have to leave Greenland and apply for a new residence permit in his/her country of origin. This applies even if the applicant has only been residing illegally in Greenland for a short period of time. Residing and/or working illegally in Greenland can also lead to **expulsion**.

For official use only

Date received	Received by (name)	Authority (stamp)	Personal ID
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GL/RF1_en_190525

Application for residence permit for religious workers**PART 1 – To be filled out by the applicant****1. Reason for application**

What is the reason for your application?

(Tick the box next to A or B)

A. ☐ I wish to apply for a **residence permit** as a member of the clergy, missionary, nun or monk in Greenland.

In the religious order/denomination I will be (mark one box):

- ☐ Member of a clergy and will perform weddings
☐ Member of a clergy and will not perform weddings
☐ Missionary
☐ Nun
☐ Monk

If you apply for residence permit as a member of a clergy and will perform weddings in Greenland, it is a requirement that you have applied for permission to perform marriages at the Ministry for Ecclesiastical Affairs. Read more at eng.andretrossamfund.dk.

- ☐ I have applied for permission to perform marriages in Greenland at the Ministry for Ecclesiastical Affairs. You must attach documentation for your application for permission to perform marriages.

B. ☐ I wish to apply for **extension** of my residence and work permit as a member of a clergy, missionary, nun or monk in Greenland.

In the religious order/denomination I will be (mark one box):

- ☐ Member of a clergy and will perform weddings
☐ Member of a clergy and will not perform weddings
☐ Missionary
☐ Nun
☐ Monk

If you apply for extension of a residence permit as a member of a clergy and will perform weddings in Greenland, you must tick the box below if you have applied for permission to perform marriages at the Ministry for Ecclesiastical Affairs. Read more at eng.andretrossamfund.dk.

- ☐ I have applied for permission to perform marriages at the Ministry for Ecclesiastical Affairs. You must attach documentation for your application for permission to perform marriages or your obtained permission.

2. The applicant**PLEASE COMPLETE IN CAPITAL LETTERS**

Given name(s)	
Surname	Former surname (if applicable)

Nationality	Former nationality (if applicable)
Date of birth (day, month, year)	Danish CPR number (if applicable)
Alien identification number/Personal ID (if applicable)	
Place of birth (city)	Country of birth
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	Do you have children? <input type="checkbox"/> Yes <input type="checkbox"/> No
Current marital status <input type="checkbox"/> Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Widow(er)	
Address in home country (Street and number)	Postal code, city and country
Telephone number	Email address
If you are currently in Greenland or Denmark , please state your date of entry, address and contact information.	
Important: Your name must be on the post box. Otherwise the mail will be returned to the sender. Please inform the Immigration Service of any change to address or other contact information in Greenland or Denmark.	
Date of entry into Greenland or Denmark	
Address in Greenland or Denmark (Street and number)	Postal code, city and country
C/o (name)	Telephone number
Mobile phone number	Email address

3. Information about the applicant's passport

PLEASE COMPLETE IN CAPITAL LETTERS

If you are granted a residence permit in Greenland, it can only be valid **up to two months** before your national passport or other types of travel documents expire. If you receive a new passport while your application is being processed, you will be asked to submit photocopies of all pages of the new passport.

<input type="checkbox"/> National passport	<input type="checkbox"/> Other travel documents, please state
Passport number	Date of issue
Date of expiry	In which country was the passport issued?

4. The applicant's comments

PLEASE COMPLETE IN CAPITAL LETTERS

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5. Sworn declarations

A. Sworn declaration of correctness

I solemnly swear that the information I have given in part 1 of this application is correct and complete.

If the information is later found to be false or incomplete, I am subject to the following penalties in accordance with Section 161 of the Danish Criminal Code, cf. Consolidation Act No 215 of 24 June 1939 with subsequent amendments and Section 40 of Ordinance No 184 of 14 February 2025 (Application of the Aliens Act in Greenland):

- fine or imprisonment for up to two years
- I can be required to repay the expenses incurred by the Danish state as a consequence of the false information
- my residence permit can be revoked in accordance with Section 19 of Ordinance No 184 of 14 February 2025.

B. Declaration of consent – release of information required for processing my application

I consent to allowing the Danish immigration authorities to obtain and release information about my private affairs if it is necessary in order to process this application, cf. Public Administration Act Sections 28 and 29, cf. Ordinance No 1188 of 27 December 1994 (Application of the Public Administration Act in Greenland). The information can be gathered from or released to other Danish and foreign public authorities, including the police.

Such information includes:

- previous criminal proceedings against me
- Health conditions
- information about my family
- Social conditions

C. Notification that information can be passed on to Danish intelligence agencies and prosecuting authorities

The information and documentation you submit with your application can be released to Danish intelligence agencies and the public prosecuting authority, cf. Section 45 a and Section 45 c of Ordinance No 184 of 14 February 2025. This may take place either at the initiative of the immigration authorities or at the request of the intelligence services or the prosecuting authorities.

The prosecuting authority will be able to use the information to evaluate whether there are grounds for prosecuting you for crimes committed in or outside Denmark, to identify victims or witnesses of a specific crime, or to assist foreign law enforcement authorities.

D. Notification that some information will be released to Greenlandic authorities

Danish immigration authorities are permitted to release certain information to the Self-Rule authorities or to the Greenlandic Police.

Such information includes:

- The grounds for issuing you a residence permit.

The police will be informed if:

- Your residence permit is revoked or not extended.
- Your residence permit is found to have lapsed.

E. Notification that Danish authorities will register information about you and your private affairs

The information you submit when applying for a residence permit will be entered in the Danish Immigration Service's registers. The same holds true for information submitted when applying to extend your residence permit in Greenland.

The information in the Danish Immigration Service's registers will be used to answer questions about your residence in Greenland. The Ministry of Immigration and Integration will be permitted to access the Danish Immigration Service's registers in the event of a complaint.

Other authorities or organisations will receive information about you from the Danish Immigration Service's registers if the information is necessary to answer questions about your residence in Greenland.

You are obliged to provide the information necessary for deciding whether you are eligible for a residence permit in Greenland, cf. Section 40 of Ordinance No 184 of 14 February 2025. Failure to provide the information can result in a

fine or up to four months mitigated imprisonment, as well as jeopardising your residence permit.

F. Verification of the information you submit

The Danish Immigration Service may seek to verify the accuracy of the information included in your application. This may happen while your application is being reviewed or after you (the applicant) have received your residence permit.

Verification may involve contacting other authorities.

Should authorities seek to verify your information, you may be asked to provide supplementary information.

6. Signature - the applicant

By signing below, I confirm that I have read, understood and accepted the terms laid out in section 5A-B, and that I have read and understood the terms laid out in section 5C-F.

Name

Date and place

Signature

Appendix 1: Personal data card used for issuing residence cards

Foreign nationals who are granted a residence permit in Greenland will normally be issued a residence card. The personal data card below is used to create the residence card and it is important that it be filled out according to the instructions below. Please submit the completed personal data card together with your application, placing it as the **first page** of the application.

Instructions:

- State your Personal ID (if applicable).
- State your full name and date of birth. Please write in capital letters.
- Sign the personal data card with a **black pen**, remaining **inside** the designated area.
- Affix a passport photo of yourself. A full list of passport photo requirements is available at www.politi.dk.

Personal data card

Personal ID (if applicable)

Name

Date of birth

Signature

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Please note: Sign with a **black pen**. The signature must be kept **inside** the designated area.

Udlændingestyrelsen
Farimagsgvej 51A
4700 Næstved

Photo requirements:

1. Cut off any white frame
2. Photo size 35mm x 45mm
3. Head between 30-36mm from tip of chin to top of hair
4. You must be facing the camera squarely. The photo must be suitable for scanning.

For official use only

Personal ID:

Data card number:

Did you remember everything?

If your application is correctly filled out and contains the required documents, the Immigration Service can process your case with the shortest possible processing time. The expected maximum processing time can be found at www.newtodenmark.dk/us-times. If your application is not correctly filled out or is missing documents, it can be refused, or the processing time may be longer. It is therefore important that you make certain that the forms are filled out correctly and that you have included the necessary documents before submitting your application.

We recommend using the checklist below before submitting the application.

Checklist – part 1

Before submitting the application, please ensure that you have enclosed the following documents:

- ☐ Copy of your passport (all pages including front page).
- ☐ 1 passport photo. The passport photo must be affixed to the personal data card used for issuing residence card in Appendix 1.
- ☐ Documentation for your application for permission to perform marriages and e.g. your permission.

It is also important that you have

- ☐ answered all questions in part 1,
- ☐ completed and signed the personal data card (Appendix 1),
- ☐ signed and dated the application.

For official use only: Comments and forwarding endorsements

☐ Names and passport information in compliance with shown documentation of identity

Enclosed:

- ☐ Copy of passport
- ☐ 1 passport photo. (The passport photo affixed to the personal data card in Appendix 1)
- ☐ Other

CPR number issued on (date)

Comments

PLEASE REMEMBER TO COMPLETE 'FOR OFFICIAL USE ONLY' ON PAGE 2 OF THIS FORM

PART 2 - to be filled out by the religious order/denomination in Greenland

7. Information about the religious order/denomination in Greenland

PLEASE COMPLETE IN CAPITAL LETTERS

The religious order/denomination must state its size (number of members) as well as the number of religious workers affiliated with it. This is required to ensure that the number of foreign nationals holding residence permits as religious workers must be proportionate to the size of the religious order/denomination.

Name of the religious order/denomination

Address (Street and number)

Post code and city

Telephone number

Mobile phone number

Email address

Contact person

Number of members

Number of foreign religious workers affiliated with the religious order/denomination

Has the religious order/denomination been officially acknowledged in Greenland by the Danish Ministry of Ecclesiastical Affairs?

☐ Yes

☐ No

8. Information about the applicant (the member of the clergy, missionary, nun or monk)

PLEASE COMPLETE IN CAPITAL LETTERS

Surname

Given name(s)

Date of birth (day, month, year)

Which function will the applicant have in the religious order/denomination?

☐ Member of the clergy who will perform weddings

☐ Member of the clergy who will not perform weddings

☐ Missionary

☐ Nun

☐ Monk

The religious order/denomination must **attach** a description of the work the applicant is to carry out in Greenland (e.g. contract or invitation with a description of tasks and responsibilities).

9. Comments from the religious order/denomination

10. Sworn declaration – the religious order/denomination

A. Sworn declaration that all information given is correct

I solemnly swear that all information given in part 2 of this form is correct.

If the information is found to be false, I am subject to the following penalties:

- Fine or imprisonment of up to two years (Criminal Code section 161, cf. section 40 of the ordinance).
- I can be required to repay the expenses incurred by the Danish state as a consequence of the false information (the ordinance section 40).

B. Information regarding possible verification by the authorities of the information the religious order/denomination have supplied

The Immigration Service may seek to verify the accuracy of the information the religious order/denomination have given in this application. This may happen while the application is being processed or later, if the applicant is granted a permit. If the applicant is granted a permit and the Immigration Service finds that he/she no longer meets the requirements of his/her residence permit, his/her permit may be revoked. Verification may be conducted at random and is not necessarily an indication that the Immigration Service suspects the religious order/denomination of providing false information, or suspects the applicant of not meeting the requirements of his/her residence permit.

The religious order/denomination may be asked to supply additional information as part of the verification process.

11. Signature – the religious order/denomination

By signing below, I confirm that I have read, understood and accepted the terms laid out in section 10.

Name

Date and place

Signature

Did you remember everything?

If the application for a residence permit in Greenland is correctly filled out and contains the required documents, the Immigration Service can process the case faster.

It is therefore important that you make certain that part 2 of the form is filled out correctly before forwarding it to the applicant.

We recommend using the checklist below to verify that the application is complete and correct.

Checklist – part 2

Before the form is sent to the applicant, please ensure that the religious order/denomination has enclosed the following:

- ☐ Description of the work the applicant is to carry out in Greenland (e.g. contract or invitation with a description of tasks and responsibilities).

It is also important, that the religious order/denomination has

- ☐ answered all questions in part 2, and
- ☐ signed and dated the application.