



CONCERN DIALOG
Law firm

**MOVING TO ARMENIA:
WHAT DO YOU NEED TO KNOW?**

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 +374 60 27 88 88  m2a@dialog.am  www.dialog.am

 1 Charents str., office 207, Yerevan 0025, Armenia

PART 2: Work and Residence Permit¹

This article covers the most common questions asked in the last months by many companies and individuals interested in moving the business to Armenia (wholly or partially), interested in establishing an SPV for business purposes, or just changing the place of living, at least for now – a process described as #relocation. We are not in any way claiming to have an exhaustive list of legal issues covered or fully covered any topic in detail here. We give general information aimed at assisting businesses to be able to meet educated decision on moving to Armenia or not. This blogpost will mainly cover issues related to acquiring a work permit and a residence permit. If you are interested in establishing an SPV in Armenia, check out the first blog on the subject [here](#).

Here we cover the following questions:

Working and living in Armenia: permits

1. Does one need a permit to reside in Armenia?
2. How to get a residence permit based on business activities?
3. Does one need a permit to work for an Armenian company?
4. How to get a work permit and a residence permit based on the work to stay in Armenia?
5. Does one need to register in the State population register?
6. How to get a social services number?

Working and living in Armenia: permits

1. Does one need a permit to reside in Armenia?

First, it shall be mentioned, that the Republic of Armenia has a visa-free regime according to bilateral and multilateral agreements with many countries (the list of countries may be found here: <https://www.mfa.am/en/whoneedvisa>), whose citizens with all types of passports are unilaterally exempt from the requirement to obtain a visa to enter the Republic of Armenia. They can stay in the territory of the RA up to 180 days per year. In case that the foreign citizens intend to stay more in Armenia they will need to obtain a temporary residence permit.

Temporary residence permit is entitling to reside in Armenia for a period of up to 1 year. The law also entitles acquisition of the so-called permanent residence permit, which allows the foreigner to reside in Armenia for a period of 5 years.

Temporary Residence Permit is issued to foreign citizens on certain grounds. Particularly, a person can get a permit, based on the grounds that he/she:

- carries out business activities in Armenia (shareholder of legal entity or registered as a Private Entrepreneur), or
- has a work permit in Armenia, or works in Armenia and is excluded from the requirement of a having a work permit, or

¹ This is the second version of the client note previously published by Concern Dialog. The amendment is drafted as of 12.01.2023.



- is the spouse, parent or child of an EAEU citizen who holds a Temporary Residence Permit of Armenia, or a certificate certifying the legality of residence, or
- studies in Armenia, or
- is the spouse or relative (parent, child, brother, sister, grandparent, grandchildren) of an Armenian citizen or of a foreign citizen holding a Special Passport of Armenia or a Permanent Residence Permit, or
- has Armenian ancestry.

Permanent Residence Permit is issued to foreign citizens on certain grounds. Particularly, a person can get a permit, based on the grounds that he/she:

- **carries out business activities in Armenia (shareholder of legal entity or registered as a Private Entrepreneur), or**
- has Armenian Ancestry,
- is the spouse or close relative of a citizen of the Republic of Armenia, has an apartment in Armenia and for the preceding three years has legally resided in the Republic of Armenia,

In this article, we cover the two grounds for acquisition of a residence permit, i.e. carrying out business activities and being employed in Armenia.

2. How to get a residence permit based on business activities?

The residence permits are granted by the Passport and Visa Department² of the Police of the RA. The location of the department may be found [here](#).

The following documents are necessary to provide when obtaining a residence permit based on carrying out business activities in Armenia:

1. Extract from the State Register of Legal Entities that the business is registered in Armenia (company or PE),
2. Certificate from Tax Department that all taxes are paid,
3. Medical certificate,
4. Receipt of payment of the state fee in the amount of 140.000 AMD for an acquisition of permanent residence permit and in the amount of 105.000 AMD for an acquisition of temporary residence permit,
5. Application (filled on the spot),
6. 3 colored photos – 35 x 45 mm,
7. The original passport³, copy of the passport, the notarized Armenian translation of the passport.
8. Power of attorney if the application is submitted by an authorized person.

The Passport and Visa Department makes a decision to grant or refuse the residence permit within 30 days after submitting the application. Besides, it is important to mention that the National Security Service provides a conclusion to the Passport and Visa Department before its decision, for that

² Address: 17/10 Building, 4th District, Davtashen, Yerevan 0054, Working hours: Mon, Tue, Wed, Thu 09:00-17:00, break 14:00-15:00, Fri 10:00-17:00, break 14:00-15:00

³ Respectively, it is mandatory for the applicant to be in Armenia when the application is being submitted.



the National Security Service carries out inspections which may include a visit to the residence or place of business of the applicant.

3. Does one need a permit to work for an Armenian company?

Before moving further to acquisition of a residence permit based on having a work permit in Armenia, it is also necessary to address the requirements for having a work permit in Armenia. **The general rule is that a person who does not hold citizenship of the Republic of Armenia and intends to work for an Armenian Company or provide services to an Armenian Company, needs a work permit.**

However, there are certain exclusions to this general rule, which a person must consider understanding whether they need a work permit:

1. The citizens of the countries that are a member to Eurasian Economic Union (i.e. if one is a citizen of Russia, Belarus, Kazakhstan or Kirgizstan) are excluded from the requirement of having a work permit.
2. Persons who already have a permanent or special residence permit in Armenia,
3. In case more than half of the Armenian commercial company's voting shares are owned by a foreign person (individual or legal entity) the founders of the company may work for the company without a work permit. Furthermore, the heads of executive bodies of such companies are excluded from the requirement of getting a work permit.
4. Employees of commercial companies of a foreign state, to work in the representative offices of these companies located in the Republic of Armenia.
5. Persons who already have a temporary residence permit in Armenia based on the ground that they (i) study in Armenia, (ii) are the spouse or close relative of a person who has a permanent residence permit in Armenia, (iii) have Armenian ancestry.

The list is not exhaustive. The full list of grounds of exclusions is indicated under Point 1 of Article 23 of the RA Law on Foreigners.

4. Acquisition of a residence permit based on the ground of being employed by an Armenian company.

Under the existing rules, the residence permit based on the grounds that a person is employed by an Armenian company is acquired within a joint proceeding with acquisition of the work permit. Particularly, **the procedure has been simplified and obtaining a work permit and a residence status based on the work have been combined into one procedure: which means that a single application is submitted for obtaining a work permit and residence status based on a work permit**⁴.

The general rule is that the residence permits are granted by the Passport and Visa Department of the Police of the RA but the applications **for obtaining work permit and a residence status based on the ground of being employed** are submitted electronically through the unified electronic platform managed by the Migration Service⁵.

⁴ The peculiarities of acquisition of the permits for EAEU citizens is presented separately below.

⁵ Link to the platform: <https://workpermit.am/en/register>

To obtain a work permit and a residence permit through the electronic platform, the employer shall first register on the Platform. The employer undergoes identification for registration by logging in by an identification card, a mobile ID card, and in case the employer's representative (director, president, etc.) is a foreign citizen shall personally visit the Migration Service and register with the Service. Once the registration is completed the employer creates a new vacancy description.

The employer is notified about the permission to fill the vacancy by a foreigner within 15 days. Following this, within three days the employer shall present the necessary information⁶ on the platform with respect to the specific employee.

The following documents must be submitted:

1. Photocopy of the identity document,
2. Photocopy of the document certifying the employer's obligation to employ the relevant foreigner,
3. Photocopy of the document certifying the education,
4. The SSN or certificate of absence of SSN (if any),
5. Color photo, size 35 x 45mm,
6. The state fee in the amount of 105.000 AMD⁷ is defines.

The Migration Service makes a decision to grant or refuse residence permit within 30 days after submitting the application. The National Security Service provides a conclusion to the Migration Service before its decision, for that the National Security Service carries out inspections which may include a visit to the residence of the applicant.

In case of family members moving to the RA with a foreigner for the purpose of residence, the above information for the foreigner's family members is filled (except for information on the level of education, a photocopy of the document certifying the employer's obligation to employ the relevant foreigner), as well as the marriage certificate for spouses and the birth certificate for children.

User Guide of the platform can be found [here](#).

5. Residence permit based on a work permit for EAEU Citizens:

As mentioned above, EAEU citizens can reside in the territory of the Republic of Armenia for up to 180 days per year. In case that the EAEU citizen intends to stay more in Armenia they will need to obtain a certificate certifying the legality of residence.

In the case of EAEU citizens, the application is also submitted on the Platform managed by Migration Service.

The difference in this process is that there is no need for the employer to register on the platform and to wait 15 days for the permission to fill the vacant position with a foreign citizen, (moreover when applying, it is necessary to have a signed employment contract), as well as it is not required to submit documents certifying the foreigner's education. An EAEU citizen must have SSN at the moment of submitting the application.

⁶ The applicant must have an actual address of residence in the RA

⁷ This amount of money includes only the state fee for the residence permit; unlike previous regulations, there is no longer a separate state fee for obtaining a work permit

EAEU citizens are exempted from the obligation to pay state fee for obtaining a residence permit in the RA.

An EAEU citizen registered on the platform may fill in and submit the data of family members who do not work in the RA in his user account. The same information and documents must be filled in and submitted (except for the data on the employment contract) as well as the marriage certificate for spouses and the birth certificate for children.

The Migration Service makes a decision to grant or refuse residence permit within 30 days after submitting the application. The National Security Service does not carry out inspections in case an applicant for obtaining a residence permit on the ground of being employed is an EAEU Citizen.

You may find more information [here](#).

Foreign citizens and EAEU citizens receive temporary residence permit cards or certificates certifying the legality of residence by presenting themselves to the Migration Service of the RA⁸.

6. How to register in the State population register?

After gaining the residence permit and the work permit (if applicable) within 15 days the foreigner must apply to the local Passport and Visa department in order to be registered in the state population register.

There are 2 ways of applying – based on the consent of the owner of the apartment or by the employee - on the basis of factual residence.

In case of registration at the state population register by the owner (this procedure is more simplified), the following documents are necessary to provide to the local Passport and Visa department:

- application (filling by the owner at the department)
- ownership certificate and passport of the owner
- residence card of the employee and copy
- presence of the employee or authorized person (in case of an authorized person - power of attorney is required as well)

Within 3 working days after submission of application, the person is included in the state population register and as a base, a certificate is provided. The state fee in the amount of 1,000 AMD is defined.

In case of registration at the state population register by the employee on the basis of factual residence, the following documents are necessary to provide to the local Passport and Visa department.

- application (filling by the employee or authorized person)
- document, confirming the right of residence at the address (if there are any, non providing is not an obstacle)
- residence card of the employee and it's copy
- presence of the employee or authorized person (in case of an authorized person - power of attorney is required as well)

⁸ Armenia, 0037, Yerevan Karapet Ulnetsu St., 31/3 Building Mon Tue Wed Thu Fri 09:00-18:00, break 13:00-14:00



Within 5 working days (actually in some cases the period takes 3-5 days longer) after submission of application, the representative of the local police department must verify the factual residence of the person - by visiting the mentioned address for checking (they will also have contacts of employees). Once this procedure of verification is finished, the Passport and Visa department confirms the factual residence of the person within 3 working days. State fee in the amount of 1.000 AMD is determined.

7. How to get a social services number?

The Republic of Armenia issues social services numbers to citizens of the Republic of Armenia, foreign nationals having the right to reside and residing in the Republic of Armenia. It has a unique serial number and is necessary for employment, for opening a bank account, paying taxes, to obtain licenses.

For obtaining social services number, the residence permit holder shall apply to the Passport Visa Department:

1. application,
2. a foreign citizen, being in the RA on legal grounds, but not having a residence permit, with a passport issued by a competent body of a foreign state and a notarized translation of the passport,
3. a foreign citizen with a residence status in the RA a document certifying the status of residence in the RA and a copy thereof,

The Passport and Visa Department in practice requires a copy of the foreigner's birth certificate at the moment of submitting the application.