

## **BECOME A REGISTERED CITIZEN**

### **HOW TO BECOME A REGISTERED CITIZEN (EMPADRONAMIENTO)**

The Empadronamiento is the process of registering with the town hall as a resident of your town. The process is straightforward and does not require you to become a resident in Spain. There is no charge and the information is confidential. Through registering, you will have (if you are a citizen of the European Union), among other advantages, the right to vote in local and European elections.

It is also important to register in order that your town receives the correct amount of funds to run, maintain and improve the infrastructure, as the funding increase and government help are directly related to the number of registered residents. It is in our community's best interest that central government funding is at a level which reflects the growth in population of our town, as these increased resources will be available to improve medical postal, sports and other facilities.

In addition to being a registered citizen, you can enjoy all the facilities offered by the town hall, such as special rates for practising sports, sponsored trips for adults and kids, free text books etc.

### **AN EASY PROCEDURE**

Where – Visit the ground floor of the Ayuntamiento (town hall)

Please bring – do not forget to bring the following documents:

- 1 – The original document to be copied, identifying the applicants such as NIE, passport or residents card.
- 2 – The original document to be copied, identifying the property such as the Escritura (title deeds) or a utility bill (water, electricity or telephone) If the property is rented – the rental agreement, to be copied.

The town hall officer will help you complete the form and the process will take no more than 5 minutes!

For further information contact Peter Letters [residents@benahavis.es](mailto:residents@benahavis.es)