AUTORIZACIÓN DE REGRESO (re-entry permit) TOTALLY necessary to be able to travel outside the Schengen area while your residence card (NIE) gets renewed.

Step 1

If you are in the process of renewing your residency card (NIE) and must travel outside of the Schengen area, you are responsible for obtaining a re-entry permit (autorización de regreso).

Appointments for the re-entry permit may be made online by clicking here. For help in making this appointment, please click here;

Be sure to print out your appointment confirmation as you will need to present this form on the day of your appointment.

Step 2

You will need to take the following original documents plus photocopies of each on the date of your appointment

1. Application form EX-13. Be sure to fill out the form online before printing it out. For assistance in filling out this form, please click here;
2. Passport;
3. Tarjeta de residencia (NIE) If your card is lost or has been stolen, you must take your police report (denuncia);
4. Proof that you have initiated the process to renew your tarjeta de residencia (NIE). This is either printed proof of your appointment or your copy of form EX-00 stamped by the relevant authorities;
5. Print-out of your appointment to obtain your autorización de regreso;
6. Documentation that shows that the trip is necessary (this includes a copy of your flight itinerary);
7. Form 790_012 that shows that you have paid the corresponding fee. Approximately 12-15€. You may fill out this form online and print it out.

Note: You must have been issued a NIE to be able to apply for an autorización de regreso.