

NECESSARY DOCUMENTATION FOR PADRON

- The completed and signed application we give you at the Town Hall.
- Deed to the property if you are the owner or rental agreement if you are the tenant.
- DNI/NIE/Passport of all persons listed on the deed or rental agreement.
- If more than one person is listed on the deed to the property or the rental agreement, signed authorization from all persons.
- Latest electricity bill.
- Latest water bill (if no bill exists, the water supply contract).
- Property tax receipt (IBI-SUMA) for the property.

***If minors are being registered:

All of the above documentation and:

- Birth certificate.
- DNI/NIE/Passport of the parents.
- If one of the parents is not registered at the residence, signed authorization.
- If the family is single-parent, the corresponding document proving this.

ALL DOCUMENTATION MUST BE ORIGINAL, NOT COPIES

Here at City Hall, we scan everything and return it.

**The registration process takes
from 1 to 3 months.**