

Residence Permits (Ausländerausweis)

The Residents' Registration Office is the first point of contact for individuals from abroad who live in Winterthur and performs tasks on behalf of the [Zurich Migration Office](#).

We are responsible for checking and forwarding the following types of applications:

- Entry applications
- Residence permit applications (provisional admission F, short-term stay L, residence permit B, settlement permit C)
- Extension applications / expiration notifications (permits F, S, L, B, C)
- Applications for changing permit categories
- Applications for retaining a settlement permit
- Applications for changes (e.g., name changes, etc.)
- Declarations of guarantee for visits by visa-required persons

Note: Cross-border commuter permits (permit G) must be applied for online by the employer. Cross-border commuters who stay in the municipality for more than 90 days per calendar year must register in person with the Residents' Registration Office.

No appointment is needed for immigration-related services. For [registrations from abroad](#), please observe the [specified time slots](#) so that we can offer you efficient service. Please note that immigration-related fees must be paid directly at the counter – in cash, by debit/credit card, or via Twint. The fee amount is based on the [fee regulations of the Canton of Zurich](#).

Submitting an Expiration Notification (“Verfallsanzeige”)

The State Secretariat for Migration (SEM) generally sends foreign nationals an **expiration notification (“Verfallsanzeige”)** by post about two months before their residence permit (B, C, F, or S) expires.

If you did not receive this form, you can pick it up in [person](#) at the Residents' Registration Office or request it by [phone](#).

To extend your permit, **all persons, including children, must appear in person** at the Residents' Registration Office. Applications sent by mail will not be processed and will be returned.

Processing by the Zurich Migration Office may take several weeks. Please apply for the extension well before your permit expires – **at the earliest three months in advance and at the latest two weeks before expiration.**

You must bring the following documents with you:

- Completed extension form including employer confirmation (only required for employed persons with permit B, F, L, or S – not for family reunification cases)
- Original residence permit

→ In case of loss: a police report issued by a Swiss police station (city or cantonal police)

- EU/EFTA citizens: valid passport and/or national ID card (original)
- Third-country nationals: valid passport (original)
- Current proof of enrollment (for students)

Applying for a C Permit (“Niederlassungsbewilligung”)

Foreign nationals who – depending on nationality and individual circumstances – have lived in Switzerland for five or ten years can apply for a **C permit (“Niederlassungsbewilligung”)**.

This application must be submitted in [person](#) at the Residents’ Registration Office and can be submitted together with the extension application for a residence permit.

Processing by the Zurich Migration Office may take several weeks. To speed up the process, please bring the required documents in original. Copies will be attached to the application.

Please note: The Residents’ Registration Office does not provide detailed consultation regarding eligibility. For detailed information about requirements and documents, please contact the Zurich Migration Office directly. (Link: [Apply for C-permit](#))

Visitor Visa for Switzerland

A visit to Switzerland or the Schengen Area is allowed for **a maximum of 90 days within 180 days.**

If the invited person requires a visa, they must apply for it at the [Swiss embassy or consulate](#) in their country of residence.

For more information on entering Switzerland, please consult the website of the [State Secretariat for Migration \(SEM\)](#).

Note: In certain cases, the Swiss embassy or consulate may require a signed **declaration of guarantee** from the person inviting a guest to Switzerland. With this declaration, the host agrees to cover any potential costs incurred by the guest – for example, medical or hospital bills.

This declaration is **only required** if explicitly requested by the embassy or consulate.

Legal entities based in the Canton of Zurich that must complete a declaration of guarantee for a guest should contact the [Zurich Migration Office](#) directly.

Documents Required from Private Individuals for the Declaration of Guarantee

- Declaration of guarantee (must be sent to you by the invited person by email or post)
- ID or passport of the guarantor
- Debt collection register extract from the last 2 years (for both spouses if married; not older than 1 month)
- Payslips for the last 3 months (minimum gross salary: CHF 4,000)
- Proof of travel insurance (only if required by the embassy)
- Processing fee: CHF 60.– (payable in cash or by debit/credit card)

Important: All fields on the declaration of guarantee must be fully and legibly completed. If married, **both spouses must sign**. The identity of the inviting person (the so-called guarantor) must be confirmed in person – this person **must be officially registered in Winterthur**.