

**LAW ON REGISTRATION OF THE PLACE OF DOMICILE AND PLACE OF  
RESIDENCE OF CITIZENS<sup>1</sup>**

8 June 1992

**Article 1**

This Law regulates the manner of registration or de-registration of the place of domicile or the place of residence of citizens, as well as the registering of the change of the address of the abode.

**Article 2**

The domicile is the place where the citizen is inhabited with the intention of permanently residing there and where he/she has provided abode.

It is considered that the citizen has provided an abode, in the sense of this Law, if he/she or a member of his/her family has an inhabitable abode on grounds of ownership or a contract for use in accordance with the law.

Residence is the place where the citizen is temporally staying, outside the municipality of his/her domicile.

**Article 3**

Upon change of domicile, the citizen is obliged to cancel the previous domicile and register the new one, within eight days from the movement.

The citizen is obliged to register the change of address of the abode in the domicile within eight days.

The registering and cancellation of the domicile, as well as the change of the address of the abode at the domicile of minor children is done by parents or guardians.

As an exception a person older than 15 years who is employed or who has entered into marriage may personally register or cancel the domicile or the change of the address of the abode.

**Article 4**

The citizen who intends to stay more than 30 days outside the domicile is obliged to register the place of residence within three days from the arrival and to cancel it immediately before leaving.

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<sup>1</sup> This Law was published in the Official Gazette of the Republic of Macedonia No. 36, of 8 June 1992 and entered into force on the eighth day of its publishing.

Provisions contained in Article 3, paragraph 3 of this Law are respectively applied for cessation and registering of place of residence.

#### **Article 5**

When nationals use the accommodation services at hotels and tourist companies, students' dormitories or use the accommodation services of other legal persons who provide such services or of natural persons who provide services of accommodation, the registering and canceling of the residence is done by the person providing the service regardless of the length of the residence.

The registering of place of residence is done within 48 hours at the latest from the beginning of the accommodation, and the cancellation of the residence is done prior to the leaving of the place of accommodation where the citizen has been accommodated.

#### **Article 6**

The duty for registering i.e. cancellation of the residence does not apply to: military officers who are staying at military barracks and other military facilities, workers of the Ministry of Interior accommodated at special purpose facilities of the Ministry, convicted persons who are serving a sentence at a penitentiary or at correctional facilities, persons treated at medical facilities, as well as persons staying at recreational or rehabilitation facilities owned by them.

#### **Article 7**

Each six months of continuous temporary residence in a given place, the citizen is obliged to reregister the place of residence.

If the citizen use the services referred to in paragraph 1, of Article 5 of this Law, the entity providing the service has the obligation to reregister the place of residence each six months.

#### **Article 8**

The citizen who intends to stay abroad longer than three months is obliged to register the going abroad before leaving the country, i.e. to register the return in the domicile in the Republic of Macedonia within three days of return.

In cases referred to in paragraph 1 of this Article the citizen is obliged to register the minor children traveling with him/her.

#### **Article 9**

The registration and de-registration of the place of domicile or place of residence, as well as the change of the address of the abode is done at the Ministry of Interior.

The person is issued a certificate when registering or canceling the domicile or place of residence.

#### **Article 10**

When registering and canceling the domicile or place of residence, as well as when registering the change of the address of the abode, the citizen is obliged to submit the identity card or other document serving the purpose of establishing the identity.

When registering the place of domicile, a certificate of cancellation of the previous domicile is submitted, as well as evidence within the meaning of Article 2, paragraph 2 of this Law.

#### **Article 11**

The Ministry of Interior controls the registering and cancellation of the domicile or place of residence of citizens or the registering of the change of the address of the abode.

When the Ministry of Interior shall establish that the application for registering the domicile and place of residence or the change of the address of the abode contains false data, it shall adopt a decision revoking the registering and cancellation and the concerned person shall be deleted from the domicile registry.

#### **Article 12**

The Ministry of Interior shall keep the records of the domicile and place of residence, change of the address of the abode of nationals in accordance with prescribed standards and in accordance with the law.

The records of the domicile may be kept as part of the records of issuance of identity cards.

The Ministry of Interior shall secure the protection of data referred to in paragraph 1 of this Article from unauthorized access and use.

#### **Article 13**

Enterprises and other legal persons and persons referred to in paragraph 1, Article 5 of this Law are obliged to regularly and correctly keep a book of residence of persons to whom they provide accommodation services (guest book).

Prior to its first use, the guest book is certified by the Ministry of Interior. The guest book shall be preserved for at least three years from the day of the last registered stay. The authorized officers of the Ministry of Interior have the right to examine the guest books.

#### **Article 14**

State bodies, enterprises or other legal persons and nationals may use the records in accordance with the law when having a legitimate legal interest.

#### **Article 15**

A penalty of 100.000 to 250.000 denars shall be imposed upon the enterprise or other legal person for the offences of:

1. Not registering or canceling the stay of a person within the meaning of Article 5 and Article 7, paragraph 2 of this Law and

2. Not keeping guest book or keeping the guest book irregularly or incorrectly or not enabling an authorized officer of the Ministry of Internal Affairs to examine the guest book (Article 13).

A penalty of 10.000 to 25.000 denars shall be imposed upon the responsible person at the enterprise or other legal person for the offence referred to in paragraph 1 of this Article.

A penalty of 70.000 to 150.000 denars shall be imposed for an offence referred to in paragraph 1 of this Article upon the natural person providing accommodation services to citizens.

#### **Article 16**

A penalty of 10.000 to 25.000 denars shall be imposed for an offence upon a natural person who shall not register or cancel the domicile or place of residence or address of abode or for not doing so within the prescribed period (Article 3, Article 4 paragraph 1, Article 7 paragraph 1 and Article 8 paragraph 1).

#### **Article 17**

The Minister of Interior shall adopt the bylaws regulating the forms for registering and cancellation of the domicile or place of residence and for registering the change of the address of the abode, then the format of the records of the domicile, residence and change of the address of the abode and the form of the guest book, within three months upon entry into force of this Law.

Until the adoption of the bylaws referred to in paragraph 1 of this Article the regulations presently in force will be applied.

### **Article 18**

Citizens of the Republic of Macedonia who until the day of entry into force of this Law have already registered their domicile are not obliged to reregister their domicile according to this Law.

### **Article 19**

On the day of entry into force of this Law, the Law on registering the domicile and place of residence of citizens (Official Gazette of the Socialist Republic of Macedonia No. 15/72, 24/85, 15/88 and 19/90) will cease to apply.

### **Article 20**

This Law shall enter into force on the eighth day of its publishing in the Official Gazette of the Republic of Macedonia.