

**Service de la population
Division Etrangers**

Avenue de Beaulieu 19

**N° SYMIC
Dossier VD**

N/réf.

Lausanne,

Convocation notice - registering your personal data for your residence permit

Concerns:

Dear Sir or Madam,

NEW REQUIREMENT: In order to obtain a residence permit, which is now in credit card format, you must submit your data in digital form. You are required to go to the Biometry Centre of the Canton of Vaud in person. An appointment is mandatory.

Make or change your appointment by clicking on the link below or scan the QR-Code with your smartphone or tablet. You can choose your preferred date and time.

<<https://www.ch-edoc-reservation.admin.ch>>

your personal access code:



If necessary, you can also make an appointment by phone by calling the Biometry Center's toll-free number 0800 01 1291, Monday through Friday, from 7:30 am to 12 pm and 1 pm to 4:30 pm. Please have your SYMIC number handy. It is provided in this notice.

**Centre de biométrie
Voie du Chariot 3
Quartier du Flon
1003 Lausanne**

⌚ Opening hours of the Center + information on the new requirement
www.vd.ch/titres-sejour-ue

Please bring the following documents with you to your appointment at the Biometry Centre. You must make the appointment within 90 days of receiving this notice:

- Your passport or national identity card.
- This notice
- Your previous residence permit (if available). Please note: the old residence permit will be punched when you visit the Biometry Centre. If you plan to travel abroad within the next 15 working days, please change your appointment date accordingly.

Your new residence permit will be sent to you by registered mail.

Yours sincerely.

Division Etrangers
(Unsigned communication)