

Upon your arrival in France, please fill out and send this form, with the attached photocopies as mentioned in the enclosed notice, by registered post with a requested return receipt ("Recommandé avec accusé de réception) to the territorial authorities of the "OFII" relevant for your area of residency in France.

You will be called upon for the medical examination and/or to attend an introductory meeting ("Visite d'accueil"). On the day of the medical examination, you will have to pay the fee prior to obtain a resident permit "Titre de séjour". Once these formalities have been completed, you will be allowed to stay in France for the entire validity of your French visa.

For more information, please log on www.ofii.fr

Attention: you must complete these formalities within three months of your arrival in France.

The number of your "Département" in France, consists of the first two digits of your home postal code. (For example: 19100 will be "Département" 19 and the file will have to be sent to the OFII in Limoges). Once you have located the number of the "Département" where you will be living under "Département de résidence en France", please send the documents to the address mentioned immediately opposite on the right, under "Adresser le document par voie postale à".

Département de résidence en France	Adresser le document par voie postale à	Département de résidence en France	Adresser le document par voie postale à
02 – AISNE 60 – OISE 80 – SOMME	Direction territoriale de l' OFII 64 bis rue du Vivier 80 000 AMIENS	54 – MEURTHE ET MOSELLE 55 – MEUSE 57 – MOSELLE 88 – VOSGES	Direction territoriale de l' OFII 2, Rue Lafayette 57 000 METZ
77 – SEINE ET MARNE 93 – SEINE-SAINT-DENIS	Direction territoriale de l' OFII 53, Rue Hoche 93 177 BAGNOLET	11 – AUDE 30 – GARD 34 – HERAULT 48 – LOZERE 66 – PYRENEES ORIENTALES	Direction territoriale de l' OFII Le Régent 4, Rue Jules Ferry 34 000 MONTPELLIER
25 – DOUBS 39 – JURA 70 – HAUTE SAONE 90 – TERRITOIRE DE BELFORT	Direction territoriale de l' OFII Immeuble « Le Vesontio » 29 avenue Carnot 25 000 BESANCON	78 – YVELINES 92 – HAUTS DE SEINE	Direction territoriale de l' OFII 221, Avenue Pierre Brossolette 92 120 MONTRouGE
24 – DORDOGNE 33 – GIRONDE 40 – LANDES 47 – LOT ET GARONNE 64 – PYRENEES ATLANTIQUES	Direction territoriale de l' OFII 55, Rue Saint Sernin CS 90370 33 002 BORDEAUX Cedex	44 – LOIRE ATLANTIQUE 49 – MAINE ET LOIRE 53 – MAYENNE 72 – SARTHE 85 – VENDEE	Direction territoriale de l' OFII 9, Rue Bergère 44 000 NANTES
14 – CALVADOS 50 – MANCHE 61 – ORNE	Direction territoriale de l' OFII 5 impasse Dumont 14 000 CAEN	06 – ALPES MARITIMES	Direction territoriale de l' OFII Immeuble SPACE- Bât. B 208 Route de Grenoble 06 200 NICE
973 - GUYANE	Direction territoriale de l' OFII 17/19, Rue Lalouette BP 245 97 325 CAYENNE	18 – CHER 28 – EURE ET LOIR 36 – INDRE 37 – INDRE ET LOIRE 41 – LOIR ET CHER 45 – LOIRET	Direction territoriale de l' OFII 43, Avenue de Paris 45 000 ORLEANS
95 – VAL D' OISE	Direction territoriale de l' OFII Immeuble « Ordinal » Rue des Chauffours 95 002 CERGY PONTOISE Cedex	75 – PARIS	Direction territoriale de l' OFII 48, Rue de la Roquette 75 011 PARIS
03 – ALLIER 15 – CANTAL 43 – HAUTE LOIRE 63 – PUY DE DOME	Direction territoriale de l' OFII 1, Rue Assas 63 033 CLERMONT FERRAND	971 – GUADELOUPE 972 – MARTINIQUE	Direction territoriale de l' OFII Immeuble Piazza -Bvd. Chanzy 97110 POINTE A PITRE
91 – ESSONNE 94 – VAL DE MARNE	Direction territoriale de l' OFII 13,15 rue Claude Nicolas Ledoux 94 000 CRETEIL	16 – CHARENTE 17 – CHARENTE MARITIME 79 – DEUX SEVRES 86 – VIENNE	Direction territoriale de l' OFII 86, Avenue du 8 Mai 1945 86 000 POITIERS
21 – COTE D' OR 58 – NIEVRE 71 – SAONE ET LOIRE 89 – YONNE	Direction territoriale de l' OFII 14B, Rue du Chapeau Rouge 21 000 DIJON	08 – ARDENNES 10 – AUBE 51 – MARNE 52 – HAUTE MARNE	Direction territoriale de l' OFII 26/28 Rue Buirette 51 100 REIMS
34 – ISERE 73 – SAVOIE 74 – HAUTE SAVOIE	Direction territoriale de l' OFII Parc Alliance 76, Rue des Alliés 38 100 GRENOBLE	22 – COTES D' AMOR 29 – FINISTERE 35 – ILLE ET VILAINE 56 – MORBIHAN	Direction territoriale de l' OFII 110, Rue de Vern 35 200 RENNES
19 – CORREZE 23 – CREUSE 87 – HAUTE VIENNE	Direction territoriale de l' OFII 5 Avenue Garibaldi 87 000 LIMOGES	974 – REUNION	Direction territoriale de l' OFII Préfecture de la Réunion Place Barachois 97 405 SAINT DENIS Cedex
01 – AIN 07 – ARDECHE 26 – DROME 42 – LOIRE 69 – RHONE	Direction territoriale de l' OFII 7, Rue Quivogne 69 286 LYON Cedex 02	27 – EURE 76 – SEINE MARITIME	Direction territoriale de l' OFII Immeuble Montmorency 1 15, Place de la Verrerie 76 100 ROUEN
59 – NORD 62 – PAS DE CALAIS	Direction territoriale de l' OFII 892, Avenue de la République 59 700 MARCQ EN BAROEUL	67 – BAS RHIN 68 – HAUT RHIN	Direction territoriale de l' OFII 4, Rue Gustave Doré 67 069 STRASBOURG Cedex
04 – ALPES DE HAUTE PROVENCE 05 – HAUTES ALPES 13 – BOUCHES DU RHONE 2A – CORSE DU SUD 2B – HAUTE CORSE 83 – VAR 84 – VAUCLUSE	Direction territoriale de l' OFII 61, Boulevard Rabatau 13 295 MARSEILLE Cedex 08	09 – ARIEGE 12 – AVEYRON 31 – HAUTE GARONNE 32 – GERS 46 – LOT 65 – HAUTES PYRENEES 81 – TARN 82 – TARN ET GARONNE	Direction territoriale de l' OFII 7, Rue Arthur Rimbaud CS 40310 31 203 TOULOUSE Cedex2

You hold a visa authorizing you to stay in France without a “carte de séjour” (resident permit): the following information applies to you:

The French authorities have issued you a long stay visa allowing you to stay in France under the following conditions:

- Upon your arrival in France, you must make sure that the Immigration Officer at the port of entry stamps your passport with the date of entry.
- If you are **transiting** through another Schengen state, the stamp must be obtained from the relevant authorities in the country of transit. In this case it is understood that you will enter France no later than five days after this date of entry.

1/ Registration of your stay in France: sticker ("Vignette") from the "OFII" in your passport

Your long stay visa becomes the equivalent of a "Titre de séjour" (Resident permit) in France only when it has been validated by the "OFII" (Office Français de l'Immigration et de l'Intégration). To carry out this formality, you must, immediately upon your arrival in France:

- **complete** the form titled "Demande d'attestation OFII" that you were given with your visa, by filling in your date of arrival in France, address, telephone number(s) and the full number of your French visa, so that the "OFII" may contact you for a medical examination, an introductory meeting (Visite d'accueil), or for an appointment to appear in person before the relevant authorities.
- **send** this form by registered post with a requested return receipt ("Recommandé avec accusé de réception), as soon as you arrive in France, to the relevant office -list enclosed - "Direction Territoriale de l'Office Français de l'Immigration et de l'Intégration (OFII)", which has authority over your place of residence in France*
- **attach** to the original form all the following **photocopies**: a) your passport pages containing information regarding your identity and passport validity, b) the stamp from the French **immigration** officer (or from the authorities of the country of transit), showing the date of your coming through the relevant border, and c) the visa issued to you at the French Consulate.

A receipt confirming that your file has been received ("Attestation de dépôt de dossier") will be sent to you. This temporary document will enable you to prove the legality of your stay in France while waiting for your file to be fully validated by the "OFII".

You will be called upon by the "OFII" within 3 months of your arrival in France to complete your file, take the medical examination and/or attend an introductory meeting ("Visite d'accueil"). At this time, you will present the following documents:

- your passport
- a passport-size photograph, front facing with head uncovered
- a proof of your residence in France (rent receipt, electric, gas, water or land line telephone bill under your name, or a certificate of board and lodging)
- if necessary, a medical certificate if you took the medical examination before leaving for France. For more information, please log on www.ofii.fr
- appropriate funds for taxes to be paid to the "OFII". For the exact amount, please log on www.ofii.fr

Once these formalities are carried out, **YOUR** visa and the endorsement by the "OFII" (Vignette OFII) on your passport will authorize you to stay legally in France for the entire length of your French visa.

NB: Since the completion of these formalities may take a while, approximately one month, you must start the process within the first days of your arrival in France.

Failing to do so within three months, could result in a procedure against you, for staying illegally in France.

2/ Renewal of your authorisation to stay:

If you wish to renew your resident permit you must, within the last two months before your visa expires, go to the relevant local authorities of your place of residence ("Préfecture") and apply for a resident permit. You will be given the necessary forms and the list of requirements, which can vary according to the reasons of your stay.

Failing to do so will result in your having to return to your last country of residency to request a new visa.

* If you are a student, you may not have to send the form called "Demande d'attestation OFII" and the attached photocopies mentioned above, if preliminary arrangements have been made at the beginning of classes, or if you are enrolled in a school which has a partnership with the "Préfecture" and the "OFII", within the framework of a group application.

VERY IMPORTANT: if you wish to leave France for another Schengen Zone country or travel to your country of origin or last residency, **be sure that you have the sticker "Vignette OFII" in your passport**, next to your French visa. Otherwise, **you will not** be allowed to enter France before having obtained a return visa ("Visa de retour Consulaire") from the relevant consular authorities.