

Authorization in letter form (BIB) – First-time application

Legal Basis:	Art. 14 of the Act on the Free Movement of Persons (PFZG, LGBl. 2009 No. 348) applies to EEA and Swiss nationals Art. 22a in conjunction with Art. 24a of the Act on Foreign Nationals (AuG, LGBl. 2008 No. 311) applies to non-EEA and non-Swiss nationals
Scope of application:	All nationals who are not resident in the immediate border area and who are unable to work as cross-border commuters.
Deadlines:	The complete application must be submitted to the Migration and Passport Office (APA) no later than 14 days before the planned start of employment.
General Information:	The permit in letter form is used for the distributed presence of the employee. During the period of validity of 12 months, a maximum presence of 180 days (with at least 50% gainful employment) is possible. Individuals who are employed in Liechtenstein but are present in the FL less than 8 days within a 90-day period do not need a BIB. The general visa regulations remain reserved. Information on the current visa regulations can be found at www.sem.admin.ch .

Generally Required Documents:

- ☐ Application form
- ☐ Form "Personal Information for the Issuance of a Residence Permit" (ger. „Persönliche Angaben zur Ausstellung des Aufenthaltstitels“) including a passport photo and signature
- ☐ A copy of a valid passport or valid ID card (EEA or Swiss nationals)
- ☐ Copy of employment contract
- ☐ Written justification

Additionally, for non-EEA or non-Swiss nationals:

- ☐ Copy of a valid residence permit if residing in the EEA or Switzerland
- ☐ Original criminal record extract (no older than one month and translated into German by a translation agency recognized in Liechtenstein)
- ☐ Confirmation from AMS FL (Employment Service Liechtenstein) that no suitable candidate is registered as a job seeker in the permission-free labour market

Authorization in letter form (BIB) – Extension

Legal basis:	Art. 14 of the Act on the Free Movement of Persons (PFZG, LGBl. 2009 No. 348) applies to EEA and Swiss nationals Art. 22a in conjunction with Art. 24a of the Act on Foreign Nationals (AuG, LGBl. 2008 No. 311) applies to non-EEA and non-Swiss nationals
Scope of application:	All nationals who are not resident in the immediate border area and who are unable to work as cross-border commuters.
Deadlines:	The complete application must be submitted to Migration and Passports Office (APA) no later than 14 days before the current BIB expires.
General Information:	The PFZG (Freedom of Movement Act) always refers to a renewal as a "new application," not as an extension of a BiB. Nevertheless, we categorize applications for our clients into new applications and BiB renewals, since the submission of documents differs slightly between the two.

Generally Required Documents:

- ☐ Application form
- ☐ Form "Personal Information for the Issuance of a Residence Permit" (ger. „Persönliche Angaben zur Ausstellung des Aufenthaltstitels“) including a passport photo and signature
- ☐ A copy of a valid passport or valid ID card (EEA or Swiss nationals)
- ☐ Copy of employment contract (if not already at the Migration and Passport Office (APA))

Additionally, for non-EEA or non-Swiss nationals:

- ☐ Copy of a valid residence permit if residing in the EEA or Switzerland
- ☐ Original criminal record extract (no older than one month and translated into German by a translation agency recognized in Liechtenstein)

This page is for reference only and does not need to be included with the application!