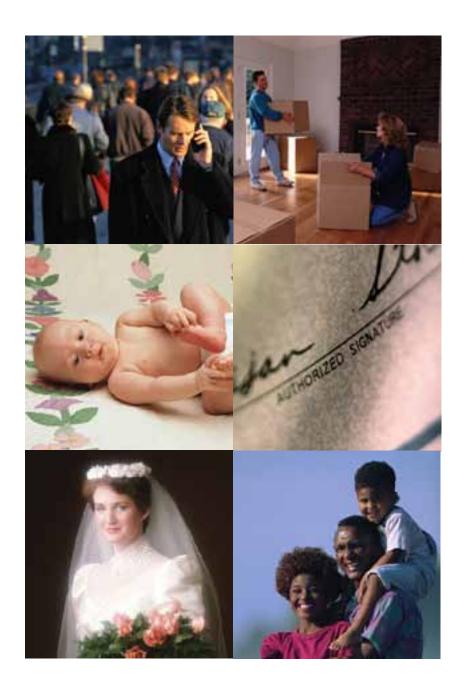


Population registration in Sweden



It is important that you are correctly registered in the population register, so that you can exercise your rights.

You vote and pay tax in the municipality you live in. If you are registered in the population register, you are entitled to social benefits and allowances.



Population registration

The population register is the basic register of the population of Sweden, and contains information about who lives in the country and where they live. Name, identity and family relationships are also registered in the population register.

The Tax Agency receives most of the information from other public agencies. There are only a few cases that require you to submit information yourself. These are primarily change of address, immigration and emigration, names of newborn children and certain name changes.

Population registration in Sweden has a long history. It was originally administered by the church. Our oldest preserved church registers are from the early 17th century.

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Co-ordination numbers

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Population registration in Sweden

The population register is administered by the Tax Agency. You must notify the Tax Agency if, for example, you want to report a change of address, change your name or get married.

Most people who are born in Sweden or move to Sweden are registered in the Swedish population register.

You are in the register until the day you move abroad or die.

The place where you are registered is important for many rights and obligations. For example, you are entitled to child allowance and housing allowance **if you are in the population register**. Where you are to pay tax and vote depends on **where you are registered**.

What information is registered?

The information that may be registered in the population register includes

- name
- personal identity number and co-ordination number
- place of birth, in Sweden or abroad
- citizenship
- civil status
- spouse, children, parents, guardian(s) and adoption
- address
- property, parish and municipality in which you are registered
- immigration to and emigration from Sweden
- · address abroad
- death and place of burial.

Dates of the information in the register, such as date of marriage, are also registered.

Old information is saved

When a piece of information is changed, the old information is saved in the register. For example, information about a previous name is kept. The church registers that used to be kept by parish offices are still kept there in some cases. Church registers are constantly being sent to the regional archives. You will find the regional archives' addresses and other information at **www.ra.se**. You may need information from these archives if you want to trace your genealogy, for example.

How is the information distributed?

The information from the population register is distributed to various public agencies with the help of

- "Navet", which is the Tax Agency's system for distributing population registration information in Sweden.
- the Swedish population and address register (SPAR).

This means that SPAR customers, such as banks and insurance companies, are given your new address when you have reported a change of address.

Extract from the population register

An extract from the population register is a certificate showing what information is registered about you in the Tax Agency's population register. It is required for example if you want to obtain an ID card, apply for Swedish citizenship or apply for a foreign passport. Extracts are issued by the Tax Agency. The extract is sent to the address at which you are registered.

You can order an extract from the population register at **www.skatteverket.se** or via our Customer Service Line on **020-567 000**. If you are changing your name via the Swedish Patent and Registration Office (PRV), you will always need an extract from the population register. If you have electronic identification you can print out an extract from the population register on your own printer.

Information from the registers

If you want to know what information about you is in the registers, you are entitled to obtain a "Section 26 certificate" from the Tax Agency under the Data Protection Act.

Confidentiality

Information in the population register is public, i.e. each person is entitled to obtain information registered in it.

The Tax Agency does not release information if there is special reason to assume that the person to whom the information applies, or a close relative of that person, would be harmed by its doing so.



Moving within Sweden

Notification within one week!

When you change address in Sweden, you are to **report** the move within one week to the Tax Agency, the Social Insurance Agency or a postcenter run by Posten AB. Reporting a change of address is free!

You can also order forms at **www.adressandring.se**, phone **020-97 98 99**. They also handle requests for forwarding of post. (This is a service that you must pay for)

You can obtain the Tax Agency's form to report your change of address via the Customer Service Line on **020-567 000** (select **1301**) or the Tax Information Line on **0771-567 567**.

If you want your newly registered address to begin to apply from the actual date of moving, your notification must have been received by the Tax Agency, the Insurance Office or Posten AB within one week. If the notification is received later, the registration applies from the day on which the notification was received.

You are to be registered where you live

The primary rule is that you are to be registered at your place of residence. If you live in more than one place, this might mean that you have "double residence". In such cases, your place of primary residence is the place where you live with your family.

"Family" means spouse, partner, registered partner and children living at home. If you have no family, your registration is primarily determined by where you have your place of work, and secondarily by the surface area and standard of your homes. Full-time study at a college or university is regarded as equivalent to work.

Children who have double residence because their parents do not live together are registered in accordance with the same rules as adults. Parents cannot decide by themselves – e.g. through maintenance agreements – where the child is to be registered. The child's registration does not affect issues of guardianship or visitation rights.

Do you intend to study somewhere else in Sweden?

If you are under the age of 18 and have to live apart from your parents because of your studies, then you will still be registered with them.

If you are over the age of 18 and move to study at a college or university, you are to report your move to the place of study.

Correct register information is important for you!

So that your post will reach you

It is important that you receive bills on time, and that you receive information about e.g. student loans.

So that you can receive the allowances and social service to which you are entitled

This might be for example a housing allowance, home help services or association grants.

So that you can vote where you live

You are to be able to exercise influence in the municipality you live in. Are you politically active?

Keep in mind that you can only be elected in the municipality in which you are registered.

So that you can receive insurance payments

Most insurance companies require you to be registered as residing in the home for which you want to make an insurance claim for damages in the event of e.g. a burglary or fire.

So that you can pay the right amount of tax

Tax varies between municipalities.



Moving to Sweden

When you move to Sweden

If you move to Sweden and intend to live here for a year or more, then in most cases you are required to be registered in Sweden.

Notification

You are to notify the Tax Agency of your move to Sweden.

Moving to Sweden

For faster processing, we ask you to come to the Tax Office in person. If you need an interpreter, tell us in advance. Bring your passport and any documents proving your civil status, birth certificates for any children who are moving with you, and your residence permit.

Residence permit

If you are not a Swedish or Nordic citizen, you need a residence permit to be registered in Sweden. You apply for this abroad from a Swedish embassy or Consulate.

Right of residence of EU citizens

Citizens of EU member states and members of their families have right of residence instead of a residence permit. The right of residence is intended to make it easier for EU citizens to make use of their freedom of movement. Right of residence makes it possible for you to be here without a residence permit or a work permit. You register your right of residence with the Swedish Migration Board on a special form and have then to produce a passport or other identification.

You can find more information about residence permits at the website of the Swedish Migration Board, www.migrationsverket.se.

Will you be staying in Sweden for less than a year?

Get in touch with your local Tax Office to find out what tax rules apply to you and if you must apply for a co-ordination number. You can read more about co-ordination numbers on page 12.



Moving from Sweden

When you move abroad

If you move abroad and intend to be away for a year or more, then normally you will no longer be registered as resident in Sweden.

You are to report the move abroad no later than one week before departure. Order the form **SKV 7665** via

- www.skatteverket.se.
- The Tax Agency Customer Service Line: **020-567 000**, (select **1305**).
- The Tax Information Line: **0771-567 567**.

The form is available in both Swedish and English.

Did you originally plan to be abroad for a short time, but are extending your stay? Report that you have moved abroad when you have decided to remain abroad for at least one year.

Keep your opportunity to vote

You will be automatically entered onto the electoral roll if you are a Swedish citizen and are aged 18 no later than the day of the election. You remain on the electoral roll for ten years from the date on which you moved abroad. A new ten-year period will begin if you report that you wish to remain on the electoral roll, or if you report a change of address abroad.

New address abroad

If you continue to live abroad but change your adress, you can report this using the Tax Agency's form **SKV 7742**. It is available at **www.skatteverket.se** and via the Tax Agency's Customer Service Line: **020-567 000**, (select **1305**).

Citizenship

You will not lose your Swedish citizenship because you move abroad and are no longer in the Swedish population register.

When you are removed from the population register

When you move abroad, you stop being a registered resident of Sweden on the date of departure (date of moving) if you have reported that you will be leaving by that day at the latest.

When you move within the Nordic region

If you move to another Nordic country, it is the regulations of the country to which you move that determine whether you will be registered as an immigrant to that country. You are required to report the move to your Tax Office. You will not be removed from the population register until the other Nordic country has decided that you are to be registered there.

Are you a resident of more than one country?

If you live both in Sweden and another country, you may be a **double resident**. In this context, double residence means that you

- every week, spend at least one night in Sweden and one night abroad, or
- during a period of fourteen days, spend at least two nights in Sweden and at least two abroad, or
- during a period of one month, spend the night in Sweden on at least four occasions and the night abroad on at least four occasions.

When you are a double resident, it is primarily your family and work situation that determines where you are to be registered. "Family" means spouse, partner, or children living at home. If you do not have a family, your registration will primarily be determined by where your workplace is. Full-time study counts as work. The area and standard of your homes will be considered secondarily.

Do you intend to study abroad?

The regulations on population registration for stays abroad also apply to students. If you are going to study abroad for a year or more, you must report the move to the Tax Agency.

The correct address is important!

- So that your post will reach you
- So that you will still be able to vote in Sweden at national elections and referendums.



Children and legal guardianship

Birth of a child

When a child is born, the hospital or midwife will report the birth to the Tax Agency.

The Tax Agency will register the child's birth in the population register and the child will be given a personal identity number on registration. The child's citizenship and any surname are registered at the same time. You can read more about personal identity numbers on page 11.

Place of birth

The parish in which the mother is registered counts as the place of birth.

Paternity

If the mother is married, her husband is registered as the father of the child.

If the mother is not married, paternity is usually established by the parents signing a written confirmation of paternity at the Social Welfare Office. The Social Welfare Office will then inform the Tax Agency. If paternity is established by a court judgement, the court will inform the Tax Agency.

Parenthood

Parenthood (instead of paternity) may be established in the case of a woman who is the registered partner or co-habitee of the mother. The partner or co-habitee then becomes registered as parent in the population register. Parenthood is determined by confirmation or court judgement in accordance with the same rules as paternity.

Citizenship

When the child is registered in the population register, the Tax Agency will assess the child's citizenship. If the child's mother is a Swedish citizen, the child will become a Swedish citizen. If the father is a Swedish citizen and the child was born in Sweden, the child will become a Swedish citizen. The child will also become a Swedish citizen if the Swedish father is married to the child's foreign mother. If both parents are foreign, the child's citizenship is assessed according to foreign citizenship laws.

If the child has dual nationality and one is Swedish, then only the Swedish one is registered in the population register.

Name

If the parents have different surnames, they can report to the Tax Agency what surname the child is to have.

Notification of the child's given name(s) is done by the child's legal guardians within three months of the birth of the child. The Tax Agency will send the form "Anmälan om förnamn" (Reporting a Given Name) to the child's legal guardian after the birth has been registered.

Legal guardians

The concept of guardianship is a legal one. A person who is a child's guardian makes decisions on issues involving the child. Guardianship is not to be confused with everyday care. A child has someone else as its legal guardian until its 18th birthday.

If the child's parents are married, they are both legal guardians of the child. If they are not married, the mother is the child's legal guardian from birth.

The parents can report joint legal guardianship at the time of a confirmation of paternity. They can also report this later, but it is necessary in such cases for both the parents and the child to be Swedish citizens, and that guardianship has not already been altered at any time. If the parents wish to change guardianship of the child, they can give written notification that both are to be legal guardians or that the other parent is to be the legal guardian. Such an agreement is to be approved by the Social Welfare Office, which will then inform the Tax Agency.

Adoption

Adoption is registered in the population register for the child, the adoptive parents and the biological parents. When a Swedish court has made a decision on an adoption, the court will inform the Tax Agency. If the adoption has taken place abroad, the parents are to report the child's move to Sweden and bring documents proving the adoption. Read more about moving to Sweden on page 5.



Names and name changes

The Names Act

According to the Names Act, there are three types of name: given names – middle names – surnames.

The Names Act applies to all Swedish, Finnish, Danish and Norwegian citizens living in Sweden.

If you are not a citizen of Sweden, Finland, Denmark or Norway but live in Sweden, you can still report a name and change of name under Swedish law.

Given names

Notification of the child's given name(s) is made by the child's legal guardian(s) within three months of the birth of the child. The Tax Agency will send the form "Anmälan om förnamn" (Reporting a Given Name) to the child's legal guardian after the birth has been registered.

Middle names

A middle name is a name that you can have to show association with a parent or a spouse who has this name as his/her surname. It can also be a previous surname of a person who has changed to the surname of his/her spouse or registered partner. Middle names are placed between the given name(s) and surname. Hyphenation between a middle name and a surname is not permitted in the population register. You are to notify the Tax Agency of your middle name.

Middle name for children

If the parents have different surnames and the child has been given one surname, the child can have the other parent's surname as a middle name.

Middle name for spouse or registered partner

The person who has taken the surname of the other may have a previous surname as a middle name.

If you have reported that you will keep the surnames that you had before marriage or registration of your partnership, then one of you, with the consent of the other, may have the other's surname as your middle name. One condition however is that the other person's surname was not acquired through a previous marriage or registered partnership.

Only one spouse or partner can have the other person's name as a middle name.

Surnames

Under the Names Act, children of parents with a joint surname will have the same surname as the parents.

Surnames on marriage or registered partnership

If you marry or enter into a registered partnership, then you are to report what surname you want in the marriage or partnership no later than at the time of the ceremony.

Name changes

Given names

Additions, changes or removal of given names can be made by reporting the same to the Tax Agency. This can only be done **once** and **one** original given name must be kept. You can also report a change of spelling and the order of your given names. You can do this **several** times.

Middle names

A person who has a middle name can have it taken away at any time by making a notification.

Surnames

If you are under 18 and have been given the surname of one of your parents, you can switch to your other parent's surname. You can change **more than once**.

If you are 18 or over, you can **on one occasion**

- change the name you were given by one parent to your other parent's name
- change to the name that one of your parents had before (s)he was married.

If you are married or have registered a partnership and changed your name at that time, you can take back your unmarried name at any time during or after the marriage or registered partnership. If you then wish to change to another surname, you must apply to the Patent and Registration Office for a name change.



Marriage and registered partnership

Marriage

To be able to marry, there must be no impediments to marriage under Swedish law. You must therefore apply to the Tax Agency for an "investigation of impediments to marriage". The Tax Agency will send you a certificate of investigation of impediments to marriage, which you are to give to the person officiating at the marriage.

A Swedish marriage is deemed valid in most other countries, but there are exceptions to this. A person who has a background in another country should therefore contact his/her native country's embassy for further information.

Investigation of impediments to marriage

Swedish law defines the following impediments to marriage:

- Age if you are under 18, you may not marry without permission.
- Family relationships close relatives, such as siblings or parents and children, may not marry each other.
- If you are already married or have a registered partner, you may not marry again.

Investigation of impediments to registered partnership

In the investigation of impediments to registered partnership, an additional condition is that at least one of the partners is to be resident in Sweden and be a citizen of Sweden, Denmark, Iceland, the Netherlands or Norway. If this requirement is not met, then one of the partners must have been resident in Sweden for at least two years.

Marriage licence - marrying abroad

A marriage licence is issued for Swedish citizens and is intended for marriage before a foreign authority.

Only authorisation to enter into marriage, and identity, of the Swedish citizen is checked. It is important that the information given about the prospective spouse is backed up by a document such as a copy

of the passport. Every country has its own special regulations for marriage. It is therefore important that you find out what is required by asking at the embassy of the country in question.

If you marry abroad, you must inform the Tax Agency of this by for example sending them a copy of the marriage licence.

Application for investigation of impediments and marriage licence

You apply for an investigation of impediments to marriage using form SKV 7680. You apply for a marriage licence using form SKV 7881. Order the forms at www.skatteverket.se or via the Tax Agency Customer Service Line on 020-567 000 (form SKV 7680, select code 1303 and form 7681, select code 1306). Together with these forms you will also be given the form "Anmälan om makars namn" (Notification of Name of Spouses).

Who can officiate at a marriage or registered partnership?

The following people can officiate at a marriage:

- · a minister of the Church of Sweden
- a person of another denomination who has been appointed to officiate at marriages by the Swedish Legal, Financial and Administrative Services Agency
- a District Court judge
- a person appointed as a marriage officiator by the County Administrative Board
- certain Swedish Embassy personnel and clergy in other countries.

The following may officiate at a registered partnership:

- a District Court judge
- a person appointed as a registration officiator by the County Administrative Board.

Divorce and dissolving a partnership

When a court has granted a divorce, notification of the judgement is sent to the Tax Agency.

A person who has obtained a divorce judgement abroad must show the Tax Agency a certificate of this so that the divorce can be registered in the population register. The same applies when a court grants the dissolution of a registered partnership.



Deaths

Death in Sweden

In the event of a death in Sweden, a doctor is to submit a death certificate to the Tax Agency. If a person dies in the home, the doctor who has declared the person dead is to inform the Tax Agency. Relatives do not have to report deaths to the population register.

Cause of death

The cause of death is not registered in the population register. Information about cause of death can be supplied by the doctor who has written the death certificate.

Funerals

A relative of a deceased person usually gets in touch with a funeral director who will help with the practical details of the funeral. For funerals, you get in touch with the parish office, cemeteries authority or the appropriate denomination.

The certificate required for funerals, "Kremering eller gravsättning" (Cremation or Burial), is ordered from the Tax Agency. Cremation or burial is to take place no later than two months from the time of death. The cemeteries authority will inform the Tax Agency when burial has taken place. The place of burial of the deceased is registered in the population register.

Death abroad

When a Swedish citizen dies abroad, the Embassy or Consulate will inform the Tax Agency as soon as this becomes known. If the funeral takes place in Sweden, the Tax Office where the deceased was most recently registered will issue a certificate for burial.

Estate inventory

An estate inventory is the occasion on which the people who are entitled to inherit meet to go through the deceased's assets and debts. The estate inventory is also the name of the document that the estate submits to the Tax Agency.

At some point after the death, the Tax Agency will send an estate inventory form with an appendix and a brochure to the deceased's estate.

The estate need not use the Tax Agency's form. Those drawing up the estate inventory can use other forms or can draw up the estate inventory document themselves.

The estate inventory is to be sent to the Tax Agency. Addresses of offices that deal with estate inventories may be found on **www.skatteverket.se**.

More information is available at **www.skatteverket.se** and in the brochure "Bouppteckning" (SKV 461). Order the brochure on our Customer Service Line, **020-567 000**, select **7912**.



Personal identity number

All those registered in Sweden are given a personal identity number as identification. A person who has been given a number will keep the same number for their whole life. This means that the personal identity number does not change e.g. if you move from or to Sweden.

The personal identity number gives the date of birth of the person, a birth number, and a check digit. The only information that can be read from a personal identity number are date of birth and sex. The sex is shown by the second last number in the personal identity number, which is odd for men and even for women. More information about personal identity numbers is available in the brochure "Personnummer" (Personal Identity Numbers) (SKV 704).

Date of birth

The date of birth is given in six digits. The digits are arranged as follows:

Year, month, and day of birth. So, a person who has the date of birth 640823 was born on 23 August 1964.

Birth number

The birth number consists of three digits, where the last one is odd for men and even for women. Between the date of birth and the birth number, there is a hyphen (-) which is swapped for a plus sign (+) in the year a person reaches the age of 100.

Check digit

The last digit in the personal identity number is a check digit. It is calculated automatically from the date of birth and the birth number.

Examples of how to calculate the check digit

• The digits in the date of birth and the birth number are multiplied alternately by 2 and 1.

640823-323 212121 212 12,4,0,8,4,3 6,2,6

• Add the figures in the products. NB: 12 counts as 1 + 2.

$$1 + 2 + 4 + 0 + 8 + 4 + 3 + 6 + 2 + 6 = 36$$
.

• The single figure (6) in the total is deducted from the number 10. 10 - 6 = 4.

The difference (4) will be the check digit, which means that this personal identity number in our example will be 640823-3234.



Co-ordination numbers

Co-ordination numbers - identification

A co-ordination number is an identification for people who are not or have not been registered in Sweden. The Tax Agency issues co-ordination numbers at the request of a public agency.

The purpose of co-ordination numbers

The purpose of co-ordination numbers is that public agencies and other functions in society will have a common identification for people who are not registered. The following authorities can request co-ordination numbers:

- The Tax Agency
- The National Police Board, the Police, a Public Prosecutor, public courts
- The Insurance Office
- The Passport Authority
- The Swedish Maritime Administration
- The Swedish Road Administration
- The County Administrative Board
- The National Service Administration
- The Government Offices of Sweden

Co-ordination number – ten digits

A co-ordination number, like a personal identity number, consists of ten digits. The first six digits are based on the person's date of birth (year, month, day). These are followed by a three-digit individual number, odd for men and even for women. The figure for the birthday is increased by the number 60 and a check digit is calculated.

The co-ordination number is unique

The co-ordination number is to be permanent and unique, which means that the number follows the person and that no two co-ordination numbers are identical. If the person is later registered in the population register, the co-ordination number is replaced by a personal identity number.

More information about co-ordination numbers is available in the brochure "Co-ordination Numbers" (SKV 707) (English summary).

Self-service round the clock:

Website: www.skatteverket.se
Customer Service Line: 020-567 000

Personal service:

Switchboard: 0771-778 778

Tax Information: 0771-567 567

Opening hours of Tax Information:

Monday–Thursday 8 a.m.–7 p.m.,

Friday 8 a.m.–4 p.m.

