



## 1 How and where to register

Changes of residence within the City of Lucerne must be notified to the Residents' Register Office, Obergrundstrasse 1, 6003 Luzern, within 14 days.

Alternatively, you can call into the office personally with the following documents and an official ID document (ID card, passport or driving licence), or complete the online form on our website at [www.stadtluzern.ch](http://www.stadtluzern.ch).

## 2 Which documents do I need to bring with me?

Swiss nationals (permanent change of residence)

- Acknowledgement of receipt of documents if available or official identity document
- Tenancy agreement/residence certificate or confirmation of place of residence in the case of a sub-tenancy
- Separation ruling in the case of a judicial separation

Swiss nationals (temporary change of residence)

- Residence permit
- ID card or passport
- Tenancy agreement/residence certificate or confirmation of place of residence in the case of a sub-tenancy

Foreign nationals

- Foreign national identity card(s)
- Passport or personal ID card
- Tenancy agreement/residence certificate or confirmation of place of residence in the case of a sub-tenancy
- Separation ruling in the case of a judicial separation

## 3 Fee

The change of address is free of charge. The charge for issuing a reminder to register a change of address is CHF 23.00 per reminder.