# Make Spain home. One step at a time.

64 checks · 8 stages · October 2026 edition

## 01 Choose your route & budget

Start here / before making commitments

- [ ] **Identify your residence route**
  Use your citizenship and circumstances, not just where you currently live.
- [ ] **Confirm permission to work**
  Check employment, remote work and self-employment separately for your route.
- [ ] **Build a household budget**
  Include rent, bills, healthcare, transport, dependents and one-off moving costs.
- [ ] **Compare a realistic city shortlist**
  Test housing options, your commute, climate needs and local services.
- [ ] **Review your tax position**
  Ask about tax residence, income abroad, reporting and any home-country obligations.
- [ ] **Set a flexible moving window**
  Allow for document preparation, application decisions and housing availability.
- [ ] **Check every family member’s route**
  A partner or child may need a different application and their own documents.
- [ ] **Keep a separate emergency reserve**
  Budget for delays, temporary housing and an unexpected trip home.

## 02 Build your document file

Before applying / follow your route’s checklist

- [ ] **Check passports and identity documents**
  Confirm validity requirements for the application and travel dates.
- [ ] **Order civil-status records if needed**
  Obtain the required birth, marriage or partnership records and certified copies.
- [ ] **Arrange criminal-record certificates**
  Only where required; check countries covered and document validity windows.
- [ ] **Check apostille or legalisation rules**
  Confirm which documents need authentication and any applicable exemption.
- [ ] **Arrange accepted translations**
  Check language, sworn-translator rules and whether the apostille also needs translation.
- [ ] **Prepare financial evidence**
  Collect the income, savings or employment records your authority requests.
- [ ] **Check insurance wording**
  Match cover, exclusions, waiting periods and dates to your residence route.
- [ ] **Keep originals and secure backups**
  Make a document inventory; store readable copies securely and separately.

Use only the items that apply to you. Tick boxes on paper or in a compatible PDF reader. Your route’s official deadlines take priority over these planning stages.

# Make Spain home. One step at a time.

64 checks · 8 stages · October 2026 edition

## 03 Applications & appointments

Before travel where your procedure requires it

- [ ] **Find the responsible authority**
  Use the consulate, immigration office or other authority for your circumstances.
- [ ] **Use current forms and instructions**
  Download the correct application form and the authority’s latest document list.
- [ ] **Confirm where you may apply**
  Check whether filing must begin abroad or is allowed while legally in Spain.
- [ ] **Record deadlines and validity dates**
  Track application windows, document expiry and any entry deadline.
- [ ] **Pay the correct fee when instructed**
  Match the form, fee code and current amount; keep payment evidence.
- [ ] **Keep proof of every submission**
  Save application copies, reference numbers and appointment confirmations.
- [ ] **Monitor official notifications**
  Check the channel used by the authority and respond within the stated deadline.
- [ ] **Check the decision before committing**
  Verify conditions and travel requirements before relying on a visa or approval.

## 04 A home, banking & bills

Before signing / then set up your address

- [ ] **Plan temporary accommodation**
  Leave time to inspect a long-term home and test its neighborhood.
- [ ] **Verify the person letting the home**
  Confirm their authority and inspect the property before sending money.
- [ ] **Read the complete rental contract**
  Check habitual-home versus seasonal use, duration, charges and responsibilities.
- [ ] **Document the property’s condition**
  Photograph the inventory, meter readings, keys and any damage on handover.
- [ ] **Separate deposits from monthly costs**
  Get a written breakdown and receipts for each payment or guarantee.
- [ ] **Arrange usable banking and payments**
  Compare account conditions, identification needs, fees and transfer costs.
- [ ] **Confirm electricity, water and gas**
  Record who holds each account, billing arrangements and setup requirements.
- [ ] **Check phone and internet access**
  Verify coverage at the actual address and keep access to two-factor codes.

My next appointment / deadline: _____
Documents or questions still needed: _____

# Make Spain home. One step at a time.

64 checks · 8 stages · October 2026 edition

## 05 Health, family & pets

Prepare before departure / adapt to your household

- [ ] **Establish everyone’s healthcare route**
  Check public entitlement, an S1 where applicable, or suitable private cover.
- [ ] **Gather useful medical records**
  Bring medication names, prescriptions, vaccination records and key summaries.
- [ ] **Check medicine travel requirements**
  Confirm permitted quantities and any certificate needed for controlled medicines.
- [ ] **Contact the school-admissions service**
  Check the relevant stage, school year, available places and late-arrival process.
- [ ] **Prepare children’s supporting documents**
  Ask about family, custody, consent, school-record and translation requirements.
- [ ] **Check each pet’s entry requirements**
  Rules depend on origin and species; verify identification, rabies and certificates.
- [ ] **Confirm pet transport and housing**
  Book permitted carriers and accommodation; check airline and landlord conditions.
- [ ] **Plan immediate care on arrival**
  Identify a pharmacy, medical contact and vet; keep necessary supplies accessible.

## 06 The last weeks before you go

Departure preparation / once travel is realistic

- [ ] **Arrange work and tax admin**
  Confirm employer approval, social-security arrangements and reporting duties.
- [ ] **Close or transfer contracts deliberately**
  Review notice periods, insurance, utilities and subscriptions you still need.
- [ ] **Set up mail and account access**
  Keep a reliable contact address and access to important accounts abroad.
- [ ] **Pack a carry-on document folder**
  Keep originals, decisions, booking details and essential contacts with you.
- [ ] **Recheck entry and travel conditions**
  Confirm passport, visa, insurance and family documents against your route.
- [ ] **Prepare an arrival essentials bag**
  Include medicine, chargers, adapters and supplies for the first two days.
- [ ] **Book the complete arrival journey**
  Plan airport-to-home transport, luggage, pets and access to the accommodation.
- [ ] **Share your arrival plan**
  Give a trusted person your itinerary, address and a way to reach you.

Arrival date: _____ Municipality: _____
Key contact / next action: _____

# Make Spain home. One step at a time.

64 checks · 8 stages · October 2026 edition

## 07 Your first weeks in Spain

Check legal deadlines for your specific route

- [ ] **Register your actual municipal address**
  Follow the padrón procedure and housing-evidence rules for your municipality.
- [ ] **Complete EU / EEA / Swiss registration**
  For stays over three months, check EX-18 and apply within three months of entry.
- [ ] **Arrange a TIE if your route requires one**
  Check the applicable deadline, police appointment, fee and evidence for your status.
- [ ] **Register with the health service**
  Once entitlement is established, arrange your health card and assigned center.
- [ ] **Confirm Social Security arrangements**
  Check your number and the appropriate affiliation or registration before working.
- [ ] **Complete work or business registrations**
  Coordinate employer or autónomo registrations with permission to do the activity.
- [ ] **Check driving-licence and vehicle rules**
  Use DGT guidance for your issuing country, residence date and any exchange deadline.
- [ ] **Set up digital administration access**
  Choose the suitable digital certificate or Cl@ve route; store access securely.

## 08 Build your everyday routine

The first months / keep reviewing the essentials

- [ ] **Check the first bills and bank payments**
  Confirm amounts, direct debits, meter readings and services in your name.
- [ ] **Update your address where required**
  Check immigration, tax, Social Security, banking and driving records separately.
- [ ] **Keep a tax and travel record**
  Track days, income and relevant expenses; note reporting dates with an adviser.
- [ ] **Set renewal reminders**
  Include residence documents, passports, insurance and any padrón renewal duty.
- [ ] **Make room for language learning**
  Choose practical Spanish practice and the local language where useful.
- [ ] **Choose a regular local activity**
  Try a library, class, sports group or community activity near your home.
- [ ] **Prepare a household emergency plan**
  Save 112, key contacts, insurance details and a plan for children or pets.
- [ ] **Review the move after a month**
  Compare actual spending and journeys with the plan; adjust what is not working.

Not individual legal, tax or medical advice. A checked box does not confirm legal compliance. Source review: 30 September 2026. Current guides, official sources and disclaimer: inspainwetrust.net/moving-to-spain/checklist/