**CERTIFICATE OF SUITABILITY OF HOUSING**

WHAT IS IT?

It is the document issued by the Municipality that states the number of people who can live in a flat or house. In many cases, it is also necessary to check the health and sanitation standards.

The certificate of suitability of housing is essential for all non-EU citizens to apply for:

* Residency for employment, including the regularisation of domestic helpers and care workers (Law 102/2009)
* Long stay EC residence permit – previously called the residence card – which may also include the applicant's family members
* Entry for self-employment
* Reunification with family members, if they live abroad
* Entry of accompanying family members
* Family reunion, if they live in Italy

WHERE TO APPLY

Municipality 1 - Municipal Services (Servizi di Municipio) - Housing Suitability Office (Ufficio Idoneità Abitativa) - via Marconi 2 - tel. 02.884.54352

Municipality 2 – Protocol and Housing Suitability Office (Ufficio Protocollo – Idoneità Abitativa) - viale Zara 100 - 1st floor - Room 11 Tel. 02.884.58227/64253 - from Monday to Friday, from 8:30 to 12:00, last entry at 12:15

Municipality 3 - via Sansovino 9 - Tel. 02.884.58308-58302 - from Monday to Friday, from 8:30 to 12:30

Municipality 4 - Housing Suitability Office (Uffico Idoneità Abitativa) Municipality 4 - via Oglio 18 - tel. 02.884.58408 - from Monday to Friday, from 9:00 to 12:00

Municipality 5 - Housing Suitability Office (Ufficio Idoneità Abitativa) Municipality 5 - viale Tibaldi 41 - tel. 02.884.58523/58524/56762 - from Monday to Friday, from 09:00 to 12:00

Municipality 6 – The office for Citizens Affairs (Ufficio Sportello al Cittadino) - viale Legioni Romane 54 - tel. 02.884.56384 - 02.884.58642 - from Monday to Friday, from 9:00. to 12:00

Municipality 7 – The office for Citizens Affairs and Protocol (Sportello Al Cittadino - Protocollo) - via Anselmo Da Baggio 55 - building C - ground floor - from Monday to Friday, from 09:00 to 12:00

Municipality 8 - Municipality Area 8 - via Quarenghi, 21 - second floor - tel. 02.884.58800 - 02.884.58816 - open Monday, Tuesday, Wednesday, and Friday from 09:00 to 12:00 Thursday from 09:00 to 12:30

Municipality 9 – The office for Citizens Affairs (Servizio Sportello Al Cittadino) - via Guerzoni 38 - tel. 02.884.58777 - Housing Suitability Office (Ufficio Idoneità Abitativa), via Guerzoni 38, tel. 02.884.58777 - from Monday to Friday, from 09:00 to 12:00

HOW TO APPLY:

You should complete, sign and submit the application form (to be retrieved from the Municipality or downloaded from their website) to the Municipal office, together with a copy of the following documents (bring the originals to show to the Municipal official when submitting the application)

* Either a registered rental contract, or an accommodation use agreement, or a purchase agreement in case of ownership of the property
* Cadastral floor map of the housing, which can be applied for at the offices of the Polo Catastale Comunale in Via Catone, 24 - Milan or, alternatively, a floor map prepared by a licensed professional (to scale - not in reduced or enlarged format);
* Valid residence permit or, if it has already expired for more than 60 days, postal receipt of request for its renewal or EC residence permit for long-term residents (former residence card);
* Valid identity card or passport;
* When the applicant cannot personally make the request for certification; a letter of delegation, with a photocopy of the delegate's identity document,
* In the case of joint occupants, please also attach photocopies of the ID documents of the other occupants as well.

Also bring:

* 2 x € 16.00 tax revenue stamps (‘marca da bollo’)
* € 0.52 (in coins) for administrative fees.

For family reunification, entry of accompanying family members and EC residence permit for long-term resident applications, and when accommodation has an area of less than 28.8 square meters, health and sanitation requirements must be checked and so you must also provide:

* Home assessment certificates for gas and electrical systems and the chamber of commerce registration of the company that did the certification.

And one of the following alternative documents:

* original technical report (done only on the form available from Municipal offices or downloaded from the web) prepared by a professional technician appointed by the applicant.
* receipt of the payment of € 104,64 made to the College of Surveyors of the Province of Milan - bank account no. 4741783 made out to "COLLEGIO GEOMETRI E GEOMETRI LAUREATI PROV. MILAN MANAGEMENT. CONV. COM. MI Piazza Sant'Ambrogio, 21 - 20123 Milano for (‘casuale’): verification of the hygienic and sanitary requirements and the suitability of the living space (‘attività di verifica dei requisti igienico sanitari di idoneità abitativa’). In this case, the Municipality will arrange the inspection by a surveyor.

When the application is submitted, a receipt will be issued giving the date for collection, which will be 30 days after the date of submission of the application.