

CARDS SERVICE : closed to public

Because of the special situation, we are facing an exponential number of requests so please, try first to find the information on the links provided in our mail and the **Admin e-guide**

- **Where to drop and pick up your documents:** Building 55, ground floor, next to CERN entrance B.
- Drop them in an envelope for CARDS SERVICE
 - Pick up your card after you have received an email from us.

General Info :

Cards can only be established **if you have already arrived in the local area**



SWISS CARDS:

You don't have to apply for the Swiss card.

We will establish it for you after you do the following steps:

- . Establish first your access card in Building 55, Groundfloor.
- . Complete the Local Address EDH form.
- . It takes 2 to 3 weeks once we placed the request.



FRENCH CARDS:

- . Check if you meet the requirements to request a French card
- . Follow the instructions on the link provided.
- . We inform you that we have 2 months to request your French card to the French government.
- . It takes 6-8 weeks to arrive

OPENING a SWISS BANK ACCOUNT

- . Check first with your bank if you really need this attestation to open your bank account. It is not always the case.
- . If so, you can request one by filling a form.
- . Please don't take your appointment too quickly (15 days)