Getting a CPF (Tax File Number)

A **CPF (Brazilian Tax File Number)** is an important/mandatory document required by PUCPR for registration matters and many other things, such as paying taxes, opening a bank account, buying a cellphone card, or getting services. To have your CPF, follow the steps below:

1. Fill out the online form on the "Receita Federal" website, at the following link: https://servicos.receita.fazenda.gov.br/Servicos/cpf/CpfEstrangeiro/fcpf.asp

2. Before filling out the form, make sure your browser's pop-up blocker is disabled:

3. After clicking "SEND/ENVIAR", the registration form will be generated containing the <u>service code</u> (protocol **FCPF**);

4. Search for the Brasilian Consular Unit in your region (https://www.gov.br/mre/pt-br/assuntos/portal-consular/reparticoes-consulares-do-brasil)

5. Request the CPF in person at the Brasilian Consular Unit of your region, you can ask the CPF together with your student visa application. Necessary documents for requesting your CPF:

   -Protocol FCPF completed, printed, and signed;

   -Identification document;

   -Birth or wedding certificate;

   IMPORTANT: *AFTER RECEIVING YOUR CPF, SEND A COPY BY EMAIL – exchange@pucpr.br*