

HOW TO COMPLY WITH ROYAL DECREE 933/2021 – REGISTRATION OF GUESTS

The above new law was implemented earlier in 2025, but its full impact is only just becoming clear. It is part of a raft of measures designed to help the Spanish Ministry of the Interior know who is coming into the country and to assist the uncontrolled expansion of property being used for tourism. Reading the law, it would seem to apply to any individual who rents out property to third parties, but it is unclear whether that has to be for a profit or 'profession' as the law says.

I am not going to try to debate the rights or wrongs here, but Anfi have stated that it does apply to anyone who owns, or rents, two or more weeks 'regularly'. They have identified as many of these people as they can and written to them. However, it is possible that it may be applied to other people or be rolled out to anyone who rents a week to a third party in the future unless it can be shown that no money changed hands.

The law shifts the registration requirement from the point of entry to tourist accommodation (i.e at check-in) to the point of booking. It also puts responsibility for registration on the owner and increases the amount of data that needs to be collected. Anfi argue that we are the owners of our weeks and therefore we must comply. We cannot get Guest Certificates until we prove compliance in the form of a registration certificate from the Ministry of the Interior's new [SES.Hospedajes](#) electronic service.

OPTION 1: A DO IT YOURSELF GUIDE

order to comply you need to take the following steps:

1. Obtain a Spanish NIE number. This is like the UK National Insurance number and is specifically for non Spanish nationals or Residents.
2. Obtain an electronic signature certificate from the Spanish FNMT.
3. Verify your identity
4. Register yourself as an 'entity' on the SES.Hospedajes system and obtain a certificate confirming your registration.
5. Register the details of your guests.
6. Copy proof of guest registration.
7. Supply this certificate by email to Anfi at the time you fill in the Holiday Planner to request the Guest Certificate.

Steps 1-4 only have to be done once, steps 5-7 are the parts you need to repeat for each rental.

I have been working through the process and I will try to explain the steps and the issues I encountered. If any of you get further than me, please let me have the information and I will update this guide.

STEP 1: OBTAINING THE NIE

There is a very good guide to the process [here](#). The important point is that you must make an appointment with the Spanish Consulate in London by email using this address: cog.londres.leg@maec.es You cannot just turn up. The Consulate phoned me about a week after my email and I was given an appointment about two weeks ahead. I was given a range of dates and a three hour window to be at the Consulate. [Details of the Consulate are here](#). If you live a long way from

London, I do not know whether there are remote appointments. **(Note: You can do this in person on Gran Canaria at a number of Police Stations, but do check whether an appointment is needed.)** I had to have with me:

- The forms completed in BLOCK CAPITALS (even if typed)
- My passport
- A copy of the photograph pages of the passport
- A copy of a couple of my Anfi certificates in case the consular official required proof of the reason for requesting the NIE - in my case, they did not.
- A credit card to pay the GBP8.15 fee (cash is not accepted)

I turned up on the appointed day and joined a queue of people with a very similar mission. After passing through security I had a few minutes wait in a lobby where an official met me, checked the paperwork, watched me sign it and then stamped it. I then went to the Cashier who took payment, stamped the paperwork again and sent it for processing.

About 10 days later my NIE arrived by email (it is vital to ensure you ticked the box for electronic receipt of the NIE!)

STEP 2: FNMT REGISTRATION

Now you have your NIE you need to register on the Ministry of the Interior electronic system. How to do this is explained [here](#). The important part is obtaining, and registering on your computer, the [FNMT digital certificate](#). The FNMT is the service for certifying digital identities in Spain. Once registered you can access all the Spanish government services, including hospitality registration and tax.

Once you have the FNMT certificate, it enables you to access the guest registration service. You are registering as a private individual and the explanation and download for the certification software you need is here: <https://www.sede.fnmt.gob.es/en/certificados/persona-fisica>

IMPORTANT: The software is only valid on the computer you download it on. Ensure that the one you install it on is the one you will use to register guests. I do not know whether it works on phones and iPads, but a larger screen is definitely useful. I do recommend you use a laptop as it is portable. This could be useful in the next part of the process.

Once you download the FNMT software, you need to install it on your chosen computer. Once installed, you need to open the software. It will ask you to enter:

- Spanish NIE number
- Family name as it appears on your NIE.
- Email

You will then have to create a password. You must ensure you make a note of it as you cannot change it later, and there is no 'forgotten password' option!! The password must include at least one each of Capital, Number and special character. You enter it twice.

Next you will receive an email from FNMT with this subject: **Subject: Petición de certificación para persona física de la FNMT-RCM**

giving your 'Código de solicitud' (Application Code). Do not lose this.

STEP 3: VERIFY YOUR IDENTITY

Unfortunately the application code will not work until you have verified your identity with a competent authority. This can be a Consulate, Spanish Tax office or local Town Hall. If you choose to verify your identity at the Consulate you must make an appointment and complete this form:

<https://www.exteriores.gob.es/Consulados/toronto/en/ServiciosConsulares/Paginas/Images/Paginas/Digital-certificate/Natural%20Person%20FNMT%20Application.pdf>

This is the same process as getting the NIE. You must take with you a printed copy of the NIE, a copy of your passport (and the original), a copy of the email with the application code.

There is quite a good English explanation that was written for the Canadian Consulate on the Spanish Government website here:

<https://www.exteriores.gob.es/Consulados/toronto/en/ServiciosConsulares/Paginas/Consular/digital-certificate.aspx>

The easiest way to do this is via the Town Hall in Arguineguín. This is what I did. You book an appointment here: <https://www.mogan.es/89-cita-previa> then select the button indicated (if you look at these pages in Google Chrome you can turn on Google Translate and it should automatically translate most pages to English for you!!):

The screenshot shows the 'ATENCIÓN A LA CIUDADANÍA' website. It lists two offices: 'Oficina de Mogán' and 'Oficina de Arguineguín'. Each office section provides contact information and operating hours. At the bottom, there are two buttons: 'MOGÁN CITA PREVIA' and 'ARGUINEGUÍN CITA PREVIA'. The 'ARGUINEGUÍN CITA PREVIA' button is highlighted with a red box, and a red arrow points to it from the right side of the image.

You can see the translation in action here – this is the original page:

1. Elección

2. Identificación

3. Fecha

4. Confirmación y Envío

Campos Requeridos (*)

Elija la opción deseada

☒ Solicitar una nueva cita

☐ Consultar o activar una cita solicitada previamente

☐ Anular una cita solicitada previamente

Siguiente →

And this is the Google Translate version. The benefit of this is that it is still a 'live' page you can interact with:

MOGÁN TOWN HALL - Appointment required

02:36:10 PM
Viernes, 26 Diciembre 2025

1. Election

2. Identification

3. Date

4. Confirmation and Shipping

Required Fields (*)

Choose the desired option

☒ Request a new appointment

☐ Check or activate a previously requested appointment

☐ Cancel a previously scheduled appointment

Following →

On the next ('following') screen you fill in your details. It is best to put your family (surname) in capitals for easy identification. In the ID box you put your NIE number. Email address is vital or you cannot receive confirmation that your identity has been confirmed. Phone number where you can be contacted (remember the 0044 or +44 country code and leave out the first zero of your number). Under 'reason for appointment' put "Verification of identity for FNMT digital certificate / Verificación de identidad para el certificado digital de la FNMT."

MOGÁN TOWN HALL - Appointment required

01:07:03 PM
Domingo, 28 Diciembre 2025

1. Election

2. Identification

3. Date

4. Confirmation and Shipping

Required Fields (*)

Please fill in the following information

ID (*)

Name and surname (*)

Email (*)

Confirm Email (*)

Phone (*)

Reason for appointment (*)

Mode ⓘ

In person

← Former

Following →

You will get a choice of appointment times. Choose one that suits you. Do book in advance – do not leave it until you arrive on the island as the office can get busy. I am not sure how far in advance you can book.

The office is in the centre of Arguineguín, next to the Police Station, opposite the petrol station, at Calle Tamarán, 4. 35120 Arguineguín.



When you go in, give the counter clerk a copy of your appointment, a print out of your NIE, your passport and a print out of the FNMT email with your 'Código de solicitud'. They will take them into the back office for verification, and then return. You will receive an email in the next few minutes (although it can take an hour, I am told) with the subject "Generación certificado de persona física". This means your digital identity has been confirmed and 'minted'. In that email is the link: [Descarga de su certificado de Persona Física](#) Clicking this link

takes you to the FNMT site. Two things to remember:

- You must do this on the computer where you installed the FNMT software.
- You need the password you set up when you downloaded and installed the software. If you cannot remember this, you will need to generate another code and have your identity verified again. You have been warned!

You will also need to install the Autofirm@ software if you did not do it already as this enables the Spanish Government websites to verify your digital signature and allows you to electronically sign documents and website entries: <https://firmaelectronica.gob.es/ciudadanos/descargas>

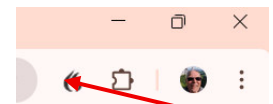
You can now start to register guests! See Step 4.

Optional: Checking your digital certificate

This is not necessary, but you might want to do it for your own peace of mind.

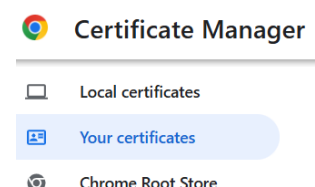
Once you have installed the digital certificate on your computer you can verify that it is valid and working here: <https://www.sede.fnmt.gob.es/en/certificados/persona-fisica/verificar-estado>

You can also see your Digital Certificate in the Chrome browser by clicking the three vertical dots on the top right of the screen; then choose 'settings'; next choose



'Privacy & Security' scroll down the page to the section headed 'Advanced' then 'Manage Certificates' and choose this selection:

You will see a certificate labelled with your name and NIE number.



STEP 4: REGISTERING ON THE SES.HOSPEDAJES SERVICE

Now you have your digital signature you need to register yourself on the system. Go to:

<https://sede.interior.gob.es/portal/sede/tramites?idAgrupacion=18>

There is an illustrated written guide to using the service here:

<https://sede.interior.gob.es/portal/dam/jcr:01a016b6-5ec0-41b4-898c-7f77b2f16e7d/Guia-visual-de-Hospedajes-v.29.08.2025.pdf> There is also a video on YouTube here:

<https://www.youtube.com/watch?v=njyGko5wvkg> or

<https://www.youtube.com/watch?v=KC1UkwjWJ3k> When you watch any video, put your cursor at the bottom of the video screen and you will see options. Choose the 'settings' cogwheel symbol. You can now select 'subtitles' and auto-generated Spanish, then put your cursor on this and you will be offered an option for 'auto translated' translation to English. Then you will have English subtitled instructions! However, here is my guide.

Click on <https://sede.interior.gob.es/portal/sede/tramites?idAgrupacion=18> and you will see these options. The first thing you need to do is register your accommodation. Click the first option using the 'Access' button.

Access to the register of establishments and entities
Access to the register of establishments and entities ACCOMMODATION

[More Information >](#)

SIA Code
2929242

 Access

Access to consultation and sending of communications regarding accommodation or vehicle rental activities through Cl@ve
Access to consultation and sending of communications regarding accommodation or vehicle rental activities through Cl@ve

[More Information >](#)

SIA Code
2929242

 Access

Access to consultation and sending of communications regarding accommodation or vehicle rental activities without a certificate
Access to consultation and sending of communications regarding accommodation or vehicle rental activities without a certificate

[More Information >](#)

SIA Code
2929242

 Access

You will now see this screen. Select the middle choice.

 **cl@ve** ELECTRONIC
IDENTITY FOR
ADMINISTRATIONS

Language English

Identification platform for Administrations

Select Cl@ve identification method

Cl@ve Móvil

Includes Cl@ve PIN. You can download the app at [Apple Store](#) or at [Google Play](#). To use it, it is necessary [register](#).

Access Cl@ve Móvil

eidentifier

Any qualified electronic certificate.

Access eidentifier

Permanent Cl@ve

Username and password. To use it, it is necessary [register](#).

Access Permanent Cl@ve

Identification will be done automatically if no more than 60 minutes have passed since your last identification.

You will then see a box with your digital certificates. Select the FNMT one you saved before and you will see the registration screen. I found the first time I logged in I had to turn off my VPN so the Spanish system could verify my certificate. I also had to refresh the screen to bring up this page in full – or maybe I was too impatient to allow the icons and links to download.



Select “Registration” to register yourself. You will see this screen:

You will see your name and NIE have been picked up from your digital certificate. Now complete the rest of the fields. Remember to put your phone number in international format and your email. You must tick the box to allow communication by email!

Next you register your ownership. A completed form looks like this:

Establishment data

Code: 0000382000 Name: ANFI WEEKS BYATT Establishment type: Vivienda con fines turísticos Specify type of establishment:

Number of rooms: 2 ☐ Internet connection

Mail: xxx@correo.com Telephone: Additional telephone:

Format: xxx@correo.com

Format: http://x/ in www.web.com

Sending of communications by web service

Format: xxx@correo.com

Property contact and address details

Address: BARRANCO DE LA VERGA, MOGÁN, SPAIN Information additional (plot, slope, pool, etc.): Date of discharge: 28/12/2025

Province: Palmas, Las Municipality: Mogán Postcode: 35120

Status: Actividad normal

[Close](#)

Under name note you do not need full details of each week, nor do you call it 'Anfi Del Mar'. The aim is to identify you. In type 'Tipo' there are a number of choices. The most common are: 'Vivienda con fines turístico.' (Accommodation for tourist purposes) or 'Vivienda de uso turístico' (Tourist accommodation). Under 'Number of Rooms' you put the number of bedrooms in the largest apartment you own, in my case you can see this is two. The property address is Anfi's general address, not each club, because you do not need to register the exact details of every week you own. The way to fill it in is: Address: Barranco de la Verga, S/N Arguineguín, Spain; Provincia: Las Palmas; Municipio: Mógan; Post code 35120

You will receive an email with an attachment once you register this data. The attachment is proof you have registered. It is one of the documents Anfi need to see, so keep it safe. If you lose it, you can download it again from the third button 'My Recorded Data' and clicking the download option at the bottom of the page next to 'Record Data'.

STEP 5: REGISTERING GUESTS

Now you go back to the main entry page (see Step 4) but select the second option to send communications. You will see this screen once you have entered the system:

GOBIERNO DE ESPAÑA MINISTERIO DEL INTERIOR  Sistema de HOSPEDAJES English | Leaving

[Initiation](#) [Profile](#) [FAQs](#)

Consultation and dispatch of communications

New communication



Creation of a new communication

[indice.boton4](#)

Mass high



Mass discharge of communications

[indice.boton7](#)

My communications



Consultation and management of my communications

[indice.boton5](#)

Users



Consultation and user management

[indice.boton6](#)

Registering guests requires you to create a new communication.

You can see previous registrations under the 'My Communications' option.

There are two options:

- Parte de viajeros (Travellers Section)
- Reserva de hospedaje (Accommodation Reservation)

You need the second option.

From this screenshot you can see that the establishment has been picked up from your registration. Most people will only have one property but, for example, if you have properties you rent at more than one resort or if you have Anfi Del Mar and Anfi Tauro that have different addresses you may need to choose the correct one from the drop down list. If you look along the top you can also see the data you need to provide:

- Establishment
- Contract Details
- Data of the Holder (Lead renter)
- Passenger data (required for each person travelling who will be over 14 at the date of travel)

The screenshot shows the first step of a five-step registration process: '1 Establishment details'. The progress bar at the top indicates steps 2 (Contract details), 3 (Data of the holder), 4 (Passenger data), and 5 (End). A note states: 'Fields marked with an asterisk (*) are required.' The form is titled 'Property Information' and contains the following fields: 'Code' (0000355580), 'Establishment type' (Vivienda con fines turísticos), 'Name' (BYATT ANFI WEEKS), 'Address' (BARRANCO DE LA VERGA, MOGÁN, ESPAÑA), 'Additional address' (empty), 'Country' (España), 'Province' (Palmas, Las), 'Municipality' (Mogán), and 'Postcode' (35129). At the bottom right are 'Cancel' and 'Continue' buttons.

To ease the process a bit, I have created a [Microsoft Form](#) or a [Google Form](#) to capture all the necessary information for the Spanish authorities. You are welcome to copy and adapt [this form](#). However, DO NOT EDIT my form. COPY it then personalise it to your needs. The form also conforms to GDPR by asking guests if they want you to retain their data. If you have people who rent from you regularly it can mean you don't need to collect everything every time, just ask them if anything has changed or whether any children are now over 14. The data from the form can be exported straight into Excel or Google Sheets to enable you to copy straight into this registration.

Now to the Contract Information.

The screenshot shows the second step of the registration process: '2 Contract details'. The progress bar at the top shows step 1 (Establishment details) as completed, and steps 3 (Data of the holder), 4 (Passenger data), and 5 (End) as remaining. A note states: 'Fields marked with an asterisk (*) are required.' The form is titled 'Contract information' and includes instructions: 'Enter the contract reference (number, code or locator), the date on which the booking was made or the contract was formalized, the dates of entry and exit of the establishment and the number of persons alojadas. El number of rooms and internet connection are optional data that you must enter if you have them.' The fields are: 'Reference *', 'comun.label.fechaYHoraContrato *' (with a calendar icon), 'comun.label.fechaYHoraContrato2 *' (with a calendar icon), 'Date of contract *' (with a calendar icon), 'Number of persons *', and 'Number of rooms'. There is a checked checkbox for 'Internet connection'. Below this is the 'Payment Information' section with instructions: 'Enter the payment details: type, means of payment (type of card and number, IBAN bank account, payment solution per mobile, others), holder of the means of payment and date.' The fields are: 'Type of payment *' (dropdown), 'Means of payment', 'Payment Holder', and 'Date of payment' (with a calendar icon). At the bottom right are 'Back' and 'Continue' buttons.

Note that you only have to complete the mandatory fields shown by an asterisk (*). For example, under Payment Information you do not have to complete anything other than the payment type. Here is a completed form:

The first field (Reference) is whatever reference you use for your bookings. It could be an invoice number or similar. It is to help you tie this record into the bookings. The second is the date and time of occupation (Anfi is normally from 16:00 on the arrival day) and the third is date and time of departure (Anfi is 10:00 on departure day). The date of contract is when you made the booking. This is normally the date you took the deposit. Remember you are legally obliged to report every booking promptly. Next is the number of guests (over 14) and number of bedrooms.

The last two fields are the details of the Lead Renter and the remaining guests. Once you have entered the lead renter the system assumes everyone has the same address unless you click 'add address' and you then just need to click 'add' each time until each guest you need to register is on the system. Each guest form will look like this:

Once everything is entered, you click 'sign' and use the FNMT Certificate to sign and submit the data. You then need to screenshot each section, much like I have done above, and submit it to Anfi together with proof you are registered and you can then complete the Holiday Planner and get your Guest Certificate. You should get an email confirming registration, but it is (apparently) not reliable, hence this advice.

You can always review information already submitted in “My Communications” and, should a guest cancel, you can cancel a registration too in the system.

So, to summarise, once you have your NIE and FNMT Certificate, you need to register yourself as an Entity in the system; then register your accommodation (but not in full detail). This only has to be done once. Then register each guest at the time a booking is accepted and submit proof to Anfi. All of these processes, except obtaining the NIE (currently GBP8.15), are FREE OF CHARGE. A number of internet sites pretend they are not free. If you want to follow this process, it is fairly straightforward once you have the NIE and Identity Verification.

OPTION 2: USING AN AGENT

If you do not want to go through this process yourself, you can choose to use an agent. I used a lawyer in Gran Canaria, Christian Perdomo (email: c.perdomo@periuris.com). His fees are as follows:

Obtain the NIE: €490

Register you on the Spanish SES.Hospedajes system: €335

Register each rental: €10 per rental

You cannot use an agent to register you but then enter the guests yourself as the digital signature is locked to the individual computer. You really need to choose to DIY or use an agent.

To ease the data collection process a bit, I have created a [Microsoft Form](#) or a [Google Form](#) to capture all the necessary information for the Spanish authorities and the Anfi Holiday Planner. Please remember you have to supply the information for every individual 14 or over at the time of occupancy. You are welcome to copy and adapt [this form](#). However, DO NOT EDIT my form. COPY it then personalise it to your needs. If you are working with an external service to register your guests, I recommend you take the information the form collects and will put into a spreadsheet for you, but then create a Word document for each rental. Head each page with your name, the apartment and week number of the rental. This reduces the risk of pages getting separated if your agent is doing a lot of forms at the same time. Do not put more than one rental on one Word document, again to avoid confusion. Do supply the information in Word, not PDF, as the latter is much harder for your agent to copy text from.

The more I look at this law, the more certain I am that it is being incorrectly applied. However, until that can be clarified in a Court, we just have to get on with this process otherwise many of us will be unable to rent out weeks we own but cannot use. If you want to join the legal action seeking this legal clarification, Sr. Perdomo is leading this and is asking a participation fee of €100 each to take the case to the ‘First Instance’ court. Email him for information.

NOTE ON TAXATION:

No one I have spoken to is an expert on Spanish tax law. However, according to two lawyers I have spoken to, foreign nationals who earn money from property in Spain are apparently required to make a non-resident tax declaration. This can be filed on the same system as detailed above for registering guests, it is just a different option on the front screen and uses the same digital identity credentials.

The Spanish tax year runs with the calendar year. A declaration of the prior year's profits is required by the end of the calendar year following the earnings. Thus, a declaration for 2024 earnings is required by 31/12/2025, 2025 earnings by 31/12/2026 and so on. Not declaring income can incur a penalty going back up to five years.

I am not sure whether non residents who earn income solely outside Spain need to declare income where there is a 'double taxation' agreement in place between their country and Spain (as there is between the UK and Spain) and can prove they declare income and pay tax in their country on income from Anfi Rentals. However, the agreement does deal with income from property as a specific section and says the earnings have to be declared in the country where the property exists. Tax paid in Spain is able to be offset against your UK tax liability. As I only made a GBP100 profit in 2024, I have asked Sr Perdomo to file a tax declaration and we will see what happens. He charges €290 for this, relying on your calculation of loss and profit, but you do have to be able to support this with documentation if requested. The tax rate on profits is 24% in Spain and our UK accountant tells us that the tax agreement means that you will pay whichever tax rate (Spain or the UK) is highest. My big concern is that this puts us firmly on the Spanish tax radar, and I have read all kinds of reports about how difficult that can be.

If anyone can show me what we should do in these circumstances I will happily comply and share the information. At present, I am very confused. If you understand this, or have received professional advice, please share it with me and I will try to compile a 'best advice' guide.