



## Application for the purpose of residence 'Start-up' working on a self-employed basis (foreign national)

*Read the explanation before you start to fill out the form.*

### For whom is this form intended?

You can use this form if you are a foreign national and wish to start an innovative business (a start-up) by yourself or with other people in the Netherlands. In this context you have to use a facilitator. You are the start-up entrepreneur in this situation.

You cannot use this form if you are abroad. If you are abroad you should go to the Dutch Embassy or Consulate in your country of origin or the country in which you are staying.

You may qualify for a residence permit for this purpose of residence if:

- You demonstrate that your product or service is innovative.

*Innovativeness may involve both technological and non-technological aspects.*

- You have a reliable and expert facilitator.

*The expertise of the facilitator is shown by his good record of service and the reliability of the facilitator follows from his financial health.*

- The Netherlands Enterprise Agency (Rijksdienst voor Ondernemend Nederland, RVO) gives the IND a positive recommendation on the innovativeness of your product or service and on the reliability and expertise of the facilitator.
- You and your facilitator are both registered with the Chamber of Commerce (Kamer van Koophandel).  
*You must fill in the Chamber of Commerce registration number in section 5 and 6.*
- You have lasting and sufficient means of support.  
*You must be able to support yourself when the application is submitted. The income requirements can be found at [www.ind.nl](http://www.ind.nl).*
- There is no family relationship up to the third degree between you and your facilitator.

More details on the means of evidence can be found in section 3.

### How do you fill out this form?

This form comprises different appendices. Which appendices you need to fill out depends on your own situation. Only submit your application once you have completed filling out this form, signed and you have gathered together all the requested documents and evidence. If your application is incomplete, the IND will be unable to assess your application properly.

### Processing of personal data

The Immigration and Naturalisation Service (IND) processes personal data when it processes your application, notification, or request. This means that if needed the IND will request data from you yourself and other organisations or persons. The IND also uses and stores data and shares them with other organisations. When doing so, the IND strictly adheres to the stipulations of privacy legislation. For instance, the IND must treat data safely and with due care. The law also gives rights. At your request, you are allowed to see which data on you the IND processes. You can also get information on why the IND does so and to whom your data have been passed on. On [www.ind.nl](http://www.ind.nl) you can read how the IND processes your data and which rights you have. You can also read how to use your rights.

### Would you like more information?

Then visit the IND website at [www.ind.nl](http://www.ind.nl). You can also contact the IND by telephone via 088 043 04 30 (normal charges apply). From abroad you can call +31 88 043 04 30.

## 1 What is your situation

> Please tick the applicable situation and follow the instructions

**1. You have a valid residence permit in the Netherlands and you want to change it (as well as renewing the period of validity of the residence permit) to the residence purpose 'working on a self-employed basis' (start-up).**

You want to submit an application for changing the purpose of residence of your residence permit.

**2. You are in the Netherlands, starting an innovative business and you want a residence permit. You have a short stay visa or you do not require a visa,**

You want to submit an application for a regular residence permit

**3. You are abroad**

You cannot use this form. You must apply for an mvv at the Dutch representation abroad. [The forms for this can be found on the IND website.](#)

## 2 Tuberculosis

You want to apply for a residence permit in the Netherlands. You may need to undergo an examination and treatment for tuberculosis (TB). This depends on the situation.

> Please tick the applicable situation

You do not need to undergo a TB test because you have a valid residence permit in the Netherlands.

You do not need to undergo a TB test because you are a national of one of the countries listed in the appendix 'Exemption from the obligation to undergo a tuberculosis (TB) test'.

You do not need to undergo a TB test because you were born in the Netherlands and you have not changed the location of your principal place of residence to outside the Netherlands since your birth.

You have a different nationality and:

have already undergone a TB test in the Netherlands. Enclose an original and recent 'TB test referral form' with the application. This form is the proof that you have undergone a TB test in the Netherlands. The form may not be more than 6 months old.

have not yet undergone a TB test in the Netherlands. Then you should complete the Appendix Declaration of intent to undergo a TB test' and send this together with the application. You must sign this appendix yourself.

If you are in the Netherlands, then you should make an appointment for the test with the Municipal Health Service (GGD) in the region where you live or where you will be living (for further information, visit the website [www.ggd.nl](http://www.ggd.nl)). Take the appendix 'TB test referral form' with you to the Municipal Health Service (GGD). The Municipal Health Service (GGD) will then send the form to the IND.

## 3 Means of evidence

### Requirements of foreign means of evidence

You must gather together the means of evidence before submitting your application. You may be required to submit foreign means of evidence together with this application, for example a foreign marriage certificate. Your personal situation and the purpose of residence determine which foreign proof of income you will need to include.

### Language

All foreign means of evidence must be compiled in Dutch, English, French or German. Is this not the case? Then you must have the means of evidence translated by a translator who has been sworn in by a District Court. Submit (a copy of) the translation and (a copy of) the means of evidence together with the application form. If you have the means of evidence translated in a foreign country and therefore not by a translator who has been sworn in by a District Court, then you are required to have the translation legalised or to have an apostille stamp/authentication stamp provided by the competent authorities in the country of issue.

### Official means of evidence

Official foreign means of evidence must be issued and legalised by the competent authorities of the country that issued the means of evidence. In some countries the document must then also be legalized by the Dutch embassy or the Dutch consulate in the country in question. In 'apostille countries' an apostille, issued by the competent local authorities, is sufficient. If no Dutch embassy or consulate is available in that country, the document must be legalised by the Dutch embassy or consulate responsible for that country. Official foreign means of evidence include, for example, birth certificates and marriage certificates. Having these means of evidence legalised or provided with an apostille stamp can take a long time. You should start several months in advance of submitting your application with having documents legalised or provided with an apostille stamp in the country of origin. For more information about legalisation or apostille requirements for documents per country and any exceptions to these requirements, you can telephone the 'Public Information Service', telephone number 1400. You can also visit the website [www.rijksoverheid.nl](http://www.rijksoverheid.nl).

### Special facts and circumstances

If you think special facts and circumstances may apply, that have to be considered when assessing your application, you have to provide a written declaration. You have to substantiate this declaration with as many (official) means of evidence as possible.

If you submit special circumstances in the context of Article 3.6ba, first paragraph, of the Aliens Decree, you must only submit these circumstances if this concerns your first application submitted in the Netherlands.

### 3.1 Start-up entrepreneur

Please enclose the following means of evidence with your application:

- A step-by-step plan that contains information on:
  - your role and tasks in the start-up company (the organisation); You must have an active role. This means that you are not just a shareholder or financier.
  - the activities (steps) that you will take in the first year in order to move from idea to business.
  - the innovative nature of the product or service; why the product or service is innovative. The product or service is innovative if it has at least 1 of the following 3 aspects:
    1. The product or service is new to the Netherlands.
    2. It involves new technology for production, distribution or marketing.
    3. It involves an innovative organisational set-up and working method.Examples include (but are not limited to):
    - activities stimulated within the context of the Top Sectors policy.
    - self-developed new products or services.
    - original approach to energy conservation.
    - original approach to sustainability problems.
    - clever and creative adjustments or combinations for the purpose of cross-sector applications.
    - new product-market combinations.
    - creative or innovative market approach.
    - social innovation.
    - introduction to corporate social responsibility.
- The signed agreement between you and your facilitator. The agreement has been signed by both of you. Your facilitator must be authorised to sign the agreement. The agreement in any case includes information on:
  - the nature of the facilitation. The facilitation must be tailor-made. This means that the facilitator is able to facilitate you to get your idea to a business.
  - the conditions of the agreement. These may not adversely affect or prevent a healthy development of your business. It may not concern a 'unconscionable contract'.
  - the facilitator's interest in the start-up company. The facilitator may not have a majority interest in the start-up company.
- Evidence of means of support

*If you are (partially) financing the means of support yourself:*

- a copy of a Dutch bank account that is in your name or your company's name, showing the balance that is available; or
- a statement from the foreign bank where you have your account, detailing the amount (monthly) which is paid into the account in the Netherlands in your name or your company's name;

*If your facilitator is (partially) financing the means of support:*

- a contract between you and your facilitator, detailing the financial resources that will be provided to you.

*If the means of support are being (partially) financed by a third financier:*

- an original statement from the bank that shows the amount that will be paid each month to your personal Dutch bank account, during your period in the Netherlands; or
- an original statement from the financier, which states the monthly amount that will be paid to your personal Dutch bank account during your period in the Netherlands; and
- a copy of your financier's passport; and
- a recent bank statement or bank specification which shows your financier's bank balance.

### **3.2 Facilitator**

With your application you have to enclose evidence on the reliability and expertise of the facilitator.

*Please note!* If, in the year before you submit your application, the RVO gave a positive recommendation with respect to the facilitator, you need not produce any evidence on the reliability and expertise of the facilitator. In that case, the RVO will assume that the facilitator is reliable and an expert.

If the RVO has not given a positive recommendation before or gave a positive recommendation more than one year ago, enclose with your application:

- As many means of evidence as possible showing the expertise of the facilitator:
  - The facilitator offers you a 'tailor-made' package of facilities. A 'tailor-made' package means that the facilitator is able to facilitate the start-up entrepreneur in developing the idea into a business. This depends on the facilitation required by the start-up entrepreneur. The facilitator may, for example, assist in the business operations, marketing, conducting of research and search for investors in order to set up the innovative company. The agreement between you and your facilitator must include arrangements in this respect.
  - The facilitator is experienced. Experience means at least 2 years' experience with facilitating innovative start-up entrepreneurs. At least 2 persons should be able to facilitate you. They can do this either jointly or alone with an equivalent substitute. You can demonstrate this by means of, for example, a business plan, examples of previously facilitated start-up entrepreneurs, references and CVs. If several persons act as facilitator, information about all facilitators will be required.
- As many means of evidence as possible showing that the facilitator is reliable. The facilitator must be financially sound. In any case, the facilitator has not been granted a moratorium, has not been declared insolvent. He has a healthy solvency and liquidity ratio (no negative shareholders' equity). For the facilitator must support you for at least 1 year. You can demonstrate this by means of, for example, recent financial statements (the RVO can inspect the financial statements of organisations that have a filing obligation with the Chamber of Commerce), agreements with or guarantees by financiers, audit opinions, bank statements and/or substantiated financial prognoses.

## **4 Biometric information, signature and Antecedents certificate**

- You must have your fingerprints and facial image (passport photo) taken to determine your identity. The biometric information is also required to create a residence permit. For the residence permit the IND also needs a signature. See the appendix Fingerprints, passport photo and signature.
- Fill out the Antecedents certificate appendix and submit this appendix together with your application.

## 5 Details of the start-up entrepreneur

Write in block letters

5.1 V-number (if known)

5.2 Citizen Service Number (if known)

5.3 Name  
(as stated in the passport)

*Surname*

*First names*

5.4 Sex  
 Male  
 Female

5.5 Date of birth

*Day*

*Month*

*Year*

5.6 Place of birth

5.7 Country of birth  
(as stated in the passport)

5.8 Nationality

5.9 Home address

*Street*

*Number*

*Postcode*

*Town*

5.10 Telephone number

5.11 E-mail

5.12 Chamber of Commerce  
registration number

5.13 Family relationship

Is there a family relationship up to the third degree between the start-up entrepreneur and the facilitator? If this question is answered with 'yes', you cannot qualify for a residence permit for this purpose of residence.

Yes  
 No

## 6 Details of facilitator

Write in block letters

6.1 Name facilitator \_\_\_\_\_

6.2 Name contact person \_\_\_\_\_

6.3 Correspondence address

<i>Street</i>	<i>Number</i>
_____	_____
_____	

*P.O. box (if applicable)*

\_\_\_\_\_

*Postcode*

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*Town*

\_\_\_\_\_

6.4 Telephone number

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6.5 E-mail

\_\_\_\_\_

6.6 Chamber of Commerce registration number

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## 7 Location where the residence permit is collected

Please indicate below the IND Desk where you will collect the residence permit.

- |                                     |                                 |                                                       |                                   |
|-------------------------------------|---------------------------------|-------------------------------------------------------|-----------------------------------|
| <input type="checkbox"/> Amsterdam  | <input type="checkbox"/> Goes   | <input type="checkbox"/> 's-Hertogenbosch (Den Bosch) | <input type="checkbox"/> Den Haag |
| <input type="checkbox"/> Maastricht | <input type="checkbox"/> Zwolle |                                                       |                                   |

You can also collect your residence permit at an Expatcenter. (NB. Some Expatcenters charge a fee for this service. To collect the residence permit you must make an appointment).

- |                                     |                                     |                                    |                                   |
|-------------------------------------|-------------------------------------|------------------------------------|-----------------------------------|
| <input type="checkbox"/> Amsterdam  | <input type="checkbox"/> Den Haag   | <input type="checkbox"/> Eindhoven | <input type="checkbox"/> Enschede |
| <input type="checkbox"/> Groningen  | <input type="checkbox"/> Maastricht | <input type="checkbox"/> Rotterdam | <input type="checkbox"/> Utrecht  |
| <input type="checkbox"/> Wageningen |                                     |                                    |                                   |

## 8 Identification

Enclose a copy of your passport with your identity details together with your application. Make copies of all the pages with travel stamps as well. Do not copy any empty pages.

## 9 Statement due to European sanctions against Russia and Belarus

Enclose with your application the completed and signed 'Appendix Declaration due to European sanctions against Russia and Belarus'.

## 10 Signing by start-up entrepreneur

Signing this form will bring you rights and obligations. If you do not know what these rights and obligations are, then visit the website [www.ind.nl](http://www.ind.nl).

- ✓ I declare I have completed this form truthfully.
- ✓ I know that the personal details supplied will be processed in connection with the Aliens Act 2000 and will be passed on to authorities that need these personal details for that purpose.
- ✓ I will pass on any changes to my situation, which will affect my right of residence, without delay to the IND. I am aware that if I do not do this, it may affect my right of residence as foreign national. I know that I may incur an [administrative fine](#).
- ✓ I know what my rights and obligations are.

10.1 I submit this form and \_\_\_\_\_ (number) of appendices/documents in evidence.

10.2 Name \_\_\_\_\_

10.3 Place and date *Place* \_\_\_\_\_

<i>Day</i>	<i>Month</i>	<i>Year</i>					

10.4 Signature \_\_\_\_\_

## 11 Submitting the application and payment

You have collected, copied and enclosed all the means of evidence necessary for the application. Proceed to the appendix: "Submitting and paying for the application (by the foreign national)".







## Appendix Antecedents Certificate

### Who should complete this appendix?

Pursuant to Articles 3.77, paragraph 11 and 3.86, paragraph 18 of the Aliens Decree, every foreign national aged 12 years or older must complete this appendix.

*Please note!* This statement consists of 2 pages. You must complete **both** pages.

### 1 Declaration of the foreign national

On this form you fill in whether you have ever committed a crime or a criminal offence. These are crimes committed in the Netherlands and criminal offences committed outside the Netherlands. You must answer the questions with *Yes* or *No*. Not completing the form truthfully or failing to report is a criminal offence. This can lead to a sanction. Your answers may have consequences for your application or for a residence permit that you have previously received.

> *Please tick the applicable situation*

Are you currently being prosecuted for committing a crime in the Netherlands? Or for committing a criminal offence abroad?  Yes  No

Have you ever been sentenced to a fine, community service, penalty order by a public prosecutor, custodial measure or imprisonment or have you accepted an out-of-court settlement for committing a crime in the Netherlands? Or have you ever been convicted of committing a criminal offence abroad?  Yes  No

Have you ever committed a crime, or have you been involved in a crime as referred to in Article 1F of the 1951 Geneva Convention on Refugees? Like a murder, war crime, genocide, terrorist crime or crimes against humanity?  Yes  No

Have you received an entry ban from one of the countries of the EU/EEA or Switzerland?\*  Yes  No  
Or a measure similar to an entry ban?

\* *This is a ban on travel to the Netherlands, the EU / EEA or Switzerland.*

Have you submitted incorrect data during earlier residence procedures in the Netherlands?  Yes  No

Have you ever stayed illegally in the Netherlands?  Yes  No

> *Have you ticked Yes for one or more questions? Then explain why.*

## 2 Signature of the foreign national

- ✓ I have completed this form truthfully.
- ✓ I know that the IND can reject my application or withdraw my residence permit if I have ever been convicted of committing a crime.
- ✓ If something changes in my situation through which my statements on this form are no longer correct, I will notify the IND as soon as possible. I do this within four weeks after the change in my situation.

2.1 V-number (if known) 

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2.2 Name 

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2.3 Date of birth 

<i>Day</i>	<i>Month</i>	<i>Year</i>

2.4 **Place and date** *Place* 

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<i>Day</i>	<i>Month</i>	<i>Year</i>

2.5 **Signature** 

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### Processing of personal data

The Immigration and Naturalisation Service (IND) processes personal data when it processes your application, notification, or request. This means that if needed the IND will request data from you yourself and other organisations or persons. The IND also uses and stores data and shares them with other organisations. When doing so, the IND strictly adheres to the stipulations of privacy legislation. For instance, the IND must treat data safely and with due care. The law also gives rights. At your request, you are allowed to see which data on you the IND processes. You can also get information on why the IND does so and to whom your data have been passed on. On [www.ind.nl](http://www.ind.nl) you can read how the IND processes your data and which rights you have. You can also read how to use your rights.



## Appendix Fingerprints, passport photo and signature

***Please do not enclose this appendix with the form!***

For every new application you submit, the IND needs your photo, signature and fingerprints. The IND uses these biometric details to establish your identity and make your residence document. We do not need new biometrics in the following situations:

- Your biometrics have been taken at an IND desk or embassy abroad less than 6 months ago.
- You apply for a Foreign Nationals Identity Document (Type W and Type W2). Your biometrics have been taken at an IND desk or embassy abroad less than 5 years and 3 months ago. With a Foreign Nationals Identity Document you show that you are allowed to be in the Netherlands because you are waiting for a decision on your application. The IND then reuses old biometric details.

In all cases, the foreign national must bring a valid passport (this can also be a foreign national passport or a refugee passport) or ID card of the EU, EEA or Switzerland.

### **Situation: application starts when the foreign national is abroad**

#### **1. Entry and Residence procedure**

- The sponsor (in the Netherlands) will have submitted the application for a residence permit for the foreign national (who is still abroad).
  - When taking the basic civic integration examination abroad, the employee of the Dutch embassy or consulate will scan the passport photo of the foreign national and take his fingerprints. The foreign national must place his signature. The passport photo must comply with the requirements which also apply for Dutch passports. The embassy can inform the foreign national where he is able to have passport photos made locally, which comply with the relevant requirements. A photo that does not comply with the requirements will cause unnecessary delay.
  - If the foreign national does not have to take a basic civic integration examination abroad, the employee of the Dutch embassy or consulate will scan the passport photo of the foreign national and take his fingerprints when collecting the Regular Provisional Residence Permit (mvv). The foreign national must place his signature. The passport photo must comply with the requirements which also apply for Dutch passports. The embassy can inform the foreign national where he/she is able to have passport photos made locally, which comply with the relevant requirements. A photo that does not comply with the requirements will cause unnecessary delay.

#### **2. Application for a Regular Provisional Residence Permit (mvv) by the foreign national**

- The foreign national has submitted the application for a Regular Provisional Residence Permit to the Dutch embassy or the consulate in the country of origin or long-term residence.
  - When submitting the application, the employee of the Dutch embassy or consulate makes a scan of the passport photo and takes the fingerprints. The foreign national must place his signature. The passport photo must comply with the requirements which also apply for Dutch passports. The embassy can inform the foreign national where he/she is able to have passport photos made locally, which comply with the relevant requirements. A photo that does not comply with the requirements will cause unnecessary delay.

#### **3. Application for temporary Regular Residence Permit for persons who do not require a Regular Provisional Residence Permit**

- If an application is submitted in the Netherlands by a (recognised) sponsor for a foreign national who does not require a Regular Provisional Residence Permit, then the foreign national must go to an Immigration and Naturalisation Service (IND) desk immediately after arrival in the Netherlands. The Immigration and Naturalisation Service (IND) employee will make fingerprints and a passport photo and the foreign national will be required to place his signature. You have to make an online appointment via the website [www.ind.nl](http://www.ind.nl).

### Situation: application starts when the foreign national is in the Netherlands

#### 1. The application is submitted by post

- The foreign national or sponsor sends the application by post to the IND. He will then receive a letter from the IND. This letter states whether the foreign national must have his fingerprints taken and that he must have a passport photo taken and place his signature. For this, the foreign national makes an appointment online at an IND desk. The addresses and opening times of the IND desks can also be found on [www.ind.nl](http://www.ind.nl). If the application form notes that the foreign national will collect the residence permit at an expat centre, then he can also have a passport photo and his fingerprints taken there. Please check [www.ind.nl](http://www.ind.nl) for how to make an online appointment. The addresses and opening hours of the Expat Centres can be found at [www.ind.nl](http://www.ind.nl).

#### 2. The foreign national submits the application in person

- The foreign national submits the application personally at the IND desk. A passport photo is made at the desk and fingerprints are taken if necessary. The foreign national must also place his signature there. The application can only be submitted to the IND desk by appointment. To make an appointment, visit [www.ind.nl](http://www.ind.nl).

#### Processing of personal data

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## Appendix Declaration of intent to undergo a TB test

In order to obtain a residence permit, you (or the person you represent) must be prepared to undergo a tuberculosis (TB) test and - if necessary - treatment. If you submit the completed declaration of intent to undergo a TB test to the IND together with your application (and also meet all other conditions), the IND will grant you a residence permit as soon as possible.

You are granted this permit under the express condition that you will actually undergo a TB test within three months after having received your residence permit. Should it become clear after the issue of a residence permit that - despite signing the declaration of intent - you failed to undergo a TB test within the period of three months, this may result in a cancellation of the permit that was granted.

Enclose the completed and signed declaration of intent with your application before you make an appointment with the Municipal Health Service. In doing so, you declare that you are prepared to undergo a TB test and, if necessary, TB treatment. For the appointment with the Municipal Health Service, you must complete the referral form as much as possible (part 1) and take it with you.

The obligation to undergo the test does not apply if you are a national of one of the countries listed in the appendix 'Exemption from the obligation to undergo a tuberculosis (TB) test'. Nor does the obligation to undergo the test apply if you have an EU residence permit for long-term residents issued by another EU country or are his/her family member and were already admitted to another EU country as a family member of the long-term resident.

# 1 Details of foreign national to be tested (the applicant)

Write in block letters

1.1 Application for a permit for the purpose of work, learning while working or study?  Yes  No

1.2 V-number (if known) 

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1.3 Name (as stated in the passport) *Surname*  
\_\_\_\_\_  
*First names*  
\_\_\_\_\_

1.4 Sex  Male  Female

1.5 Date of birth *Day* *Month* *Year*  

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1.6 Place of birth \_\_\_\_\_

1.7 Country of birth (as stated in the passport) \_\_\_\_\_

1.8 Nationality \_\_\_\_\_

1.9 Civil status  unmarried (single or living together)  married  registered partnership  divorced  widow/widower

1.10 Home address *Street*  
\_\_\_\_\_  
*Number*  
\_\_\_\_\_  
*Postcode*  

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*Town*  
\_\_\_\_\_

1.11 Details passport

Number

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Country

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Valid from (date)

Day	Month	Year

To (date)

Day	Month	Year

1.12.1 Do you have a spouse or (registered) partner?

- No  
> Go to 2 'Signing'
- Spouse  
> Please complete the requested details below
- Registered) partner  
> Please complete the requested details below

1.12.2 Name (as stated in the passport)

Surname

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First names

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1.12.3 Sex

- Male
- Female

1.12.4 Nationality

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1.12.5 Home address

Street

Number

Postcode

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Town

## 2 Signing

- ✓ I hereby declare that I am prepared to cooperate in a tuberculosis test and any treatment.
- ✓ I am aware of the fact that I must undergo a TB test within three months after the residence permit has been received. If I fail to do so, this might have consequences for my right of residence in the Netherlands.

2.1 Name of foreign national

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2.2 Place and date

Place

Day		Month		Year		

2.3 Signature of foreign national

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2.4 Name in case of legal representative

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2.5 Place and date

Place

Day		Month		Year		

2.6 Signature of legal representative

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### Processing of personal data

The Immigration and Naturalisation Service (IND) processes personal data when it processes your application, notification, or request. This means that if needed the IND will request data from you yourself and other organisations or persons. The IND also uses and stores data and shares them with other organisations. When doing so, the IND strictly adheres to the stipulations of privacy legislation. For instance, the IND must treat data safely and with due care. The law also gives rights. At your request, you are allowed to see which data on you the IND processes. You can also get information on why the IND does so and to whom your data have been passed on. On [www.ind.nl](http://www.ind.nl) you can read how the IND processes your data and which rights you have. You can also read how to use your rights.





## Appendix TB test referral form

In order to obtain a residence permit, you (or the person you represent) must be prepared to undergo a tuberculosis (TB) test and - if necessary - treatment. If you submit the completed declaration of intent to undergo a TB test to the IND together with your application (and also meet all other conditions), the IND will grant you a residence permit as soon as possible.

You are granted this permit under the express condition that you will actually undergo a TB test within three months after having received your residence permit. Should it become clear after the issue of a residence permit that - despite signing the declaration of intent - you failed to undergo a TB test within the period of three months, this may result in a cancellation of the permit that was granted.

In order to undergo the TB test, you must make an appointment with the Municipal Health Service. For this appointment, you must complete the referral form as much as possible (part 1) and take it with you.

Please complete the referral form before you make an appointment with the Municipal Health Service. See also [www.ggd.nl](http://www.ggd.nl) for information about the Municipal Health Service. The completed form signed by the Municipal Health Service, showing that you underwent a TB test, must have been received by the IND from the Municipal Health Service within three months after having received your residence permit.

The obligation to undergo the test does not apply if you are a national of one of the countries listed in the appendix 'Exemption from the obligation to undergo a tuberculosis (TB) test'. Nor does the obligation to undergo the test apply if you have an EC residence permit for long-term residents issued by another EU country or are his/her family member and were already admitted to another EU country as a family member of the long-term resident.



1.10 Details passport

Number

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Country

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Valid from (date)

Day		Month		Year			

To (date)

Day		Month		Year			

1.11.1 Do you have a spouse or (registered) partner?

No

Spouse

> Please complete the requested details below

(Registered) partner

> Please complete the requested details below

1.11.2 Name (as stated in the passport)

Surname

---

First names

1.11.3 Sex

Male

Female

1.12.4 Nationality

1.12.5 Home address

---

Street

---

Number

---

Postcode

--	--	--	--	--	--	--	--

Town

---

## 2 Statement by physician from the Municipal Health Service

The undersigned, employed by the Municipal Health Service as a physician, states that he/she has, for the State Secretary for Justice and Security, tested the foreign national referred to in this form for tuberculosis (in the respiratory organs) under the below number.

> *The physician from the Municipal Health Service completes this section (part 2)*

2.1 Name of Municipal Health Service \_\_\_\_\_

2.2 Name of physician \_\_\_\_\_

2.3 Test number and date *Test number* \_\_\_\_\_

2.4 Place and date

Day	Month	Year						

Place \_\_\_\_\_

Day	Month	Year						

2.5 Signature of physician \_\_\_\_\_

> *The Municipal Health Service sends this completed and signed statement to the Immigration and Naturalisation Service. Use the address that applies to the situation of the foreign national.*

2.6 Submit form Did the foreign national submit an application for the residence purpose of work, scientific researcher, highly skilled migrant, work experience, seasonal labour or study?

Yes	No
Immigratie-en Naturalisatiedienst Postbus 5 9560 AA Ter Apel	Immigratie-en Naturalisatiedienst Postbus 17 9560 AA Ter Apel

### Processing of personal data

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## Appendix Submitting and paying for the application by the foreign national

***Do not enclose this appendix with the form!***

Below, you can read how you can submit and pay for the application for a residence permit or a change to the restriction on the residence permit.

*Please note!* If you rely on an exemption from the requirement to apply for a regular provisional residence permit you must first send the application by post. You will then receive a letter from the IND stating how you must pay the fees.

### **Submitting an application for a residence permit or a change to the residence permit**

You send the application form, the appendices and the evidence to the IND by post. Make copies of all documents and supplementary evidence and send with the application form. Never send any original evidence. You must make clearly readable and full copies of the original evidence on A4 size paper. Do not use other paper size, any staples or paperclips. Write down your V-number or client number on each copy. If you do not know these numbers, then please write your name and date of birth on each copy. Do not send any USB sticks, CDs, DVDs, photo albums, receipts and suchlike. Put all evidence in a sufficiently stamped envelope. Send your application to the following address:

*Application for an economic purpose of residence (work, study, for example)*

**Immigratie- en Naturalisatiedienst  
Postbus 5  
9560 AA Ter Apel**

*Application for a social purpose of residence (family members and relatives)*

**Immigratie- en Naturalisatiedienst  
Postbus 16  
9560 AA Ter Apel**

*Application for medical circumstances*

**Immigratie- en Naturalisatiedienst  
Postbus 1  
9560 AA Ter Apel**

You can also visit the IND Desk in person in order to submit your application for a residence permit. You need to make an appointment. Please visit [www.ind.nl](http://www.ind.nl) for the ways you can contact the IND. You must bring the original copies of all requested documents and evidence. The IND verifies and copies these documents, after which all original documents are returned to you. The copies must be enclosed with your application. You must also bring your valid border-crossing document (passport, for example) with you.

### **How do you pay?**

An application is not free of charge. The costs depend on the purpose of the residence applied by you. If you submit the application by post, you will receive a letter containing the amount of fees and information on how to pay, after the IND has received your application. If you submit the application at the IND Desk, you can pay the fees due at the IND Desk. You can pay with a bank card or in cash.

Here, you can find no information about the costs or any exemption from having to pay fees. Please visit [www.ind.nl](http://www.ind.nl) if you want to know the costs beforehand. If the assessment of your application shows that you do not qualify for the residence permit applied for, you will not receive a refund.

### **What happens with your application?**

If you have submitted your application to the IND and paid the related costs, the IND will assess your application. If your application is incomplete, the IND will be unable to properly assess your application. If you fail to make a payment or timely payment or submit an incomplete application, the handling of your application will be delayed. You will be informed in writing once your application has been handled. If your application is granted, you will also receive a letter with information about the follow-up procedure.

### **Providing correct information**

Providing incorrect information or withholding relevant information may lead to withdrawal of the permit. If punishable offences are observed, the IND reports this to the police.

### **V-number**

A V-number is a unique number, which is used for identification of a foreign national by the IND and cooperating organisations (such as the Aliens Police). The number is listed in the correspondence which the foreign national or sponsor receives from the IND and other organisations and is also printed on the residence document itself.

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## Appendix Exemption from the obligation to undergo a tuberculosis (TB) test

*Do not enclose this appendix with the form!*

If you have the nationality of one of the countries on this list, you do not have to undergo a tuberculosis (TB) test.

Albania	Grenada	Panama
Algeria	Guatemala	Paraguay
Andorra	Guyana	Poland
Antigua and Barbuda	Honduras	Portugal
Argentina	Hong Kong (SAR)	Qatar
Armenia	Hungary	Romania
Australia	Iceland	Russia
Austria	Iran	Rwanda
Azerbaijan	Iraq	Samoa
Bahamas	Ireland	San Marino
Bahrain	Israel	Saudi Arabia
Barbados	Italy	Serbia
Belarus	Jamaica	Seychelles
Belgium	Japan	Singapore
Belize	Yemen	Slovakia
Benin	Jordan	Slovenia
Bosnia and Herzegovina	Kazakhstan	Solomon Islands
Brazil	Kosovo	South-Korea
Brunei	Kuwait	Spain
Bulgaria	Latvia	Sri Lanka
Burkina Faso	Lebanon	St Kitts & Nevis
Cape Verde	Libya	St Lucia
Canada	Liechtenstein	St Vincent and the Grenadines
Chile	Lithuania	Sudan
China	Luxembourg	Suriname
Colombia	Macao (SAR)	Sweden
Comoros	Maldives	Switzerland
Costa Rica	Mali	Syria
Croatia	Malta	Tadjikistan
Cuba	Mauritania	Taiwan
Cyprus	Mauritius	Togo
Czech Republic	Mexico	Tonga
Denmark	Moldova	Trinidad and Tobago
Dominica	Monaco	Tunisia
Dominican Republic	Montenegro	Turkey
Ecuador	Morocco	Turkmenistan
Egypt	Netherlands	Ukraine
El Salvador	New Hebrides	United Arab Emirates
Estonia	New Zealand	United Kingdom
Fiji	Nicaragua	United States of America
Finland	Niger	Uruguay
France	Niue	Uzbekistan
Galapagos Islands	North-Macedonia	Vanuatu
Georgia	Norway	Venezuela
Germany	Oman	
Greece		







## 2 Statement

*Fill in in block capital letters*

- 2.1 Is your company a subsidiary of a parent company?  
*If the company is a sole trader, then tick 'No'*
- Yes Skip to question 2.2
- No Skip to question 2.5
- 2.2 Is the parent company Russian/Belarusian?
- Yes Skip to question 2.3
- No Skip to question 2.5
- 2.3 Is the parent company in Russia or Belarus on the European sanctions list?  
(see [www.sanctionsmap.eu](http://www.sanctionsmap.eu))
- Yes Skip to question 2.4
- No Skip to question 2.5
- 2.4 Is your company under control or owned by the parent company in Russia or Belarus?  
*See the text box on page 3 for a more detailed explanation of control or ownership*
- Yes
- No
- 2.5 Statement
- I declare that I am authorised to sign this statement on behalf of the company, and I declare that I have filled in the foregoing truthfully.

## 3 Signature

*Fill in in block capital letters*

- 3.1 Name
- 
- 3.2 City/town and date
- City/town*
- 
- | <i>Day</i> | <i>Month</i> | <i>Year</i> |  |  |  |  |  |
|------------|--------------|-------------|--|--|--|--|--|
|            |              |             |  |  |  |  |  |
- 3.3 Signature
-

### When does ownership or control exist?

This follows from the European Sanctions Guidelines ([pdf \(europa.eu\)](#)) under 55a and 55b:

**Ownership:** The criterion to be taken into account when assessing whether a legal person or entity is owned by another person or entity is possession of more than 50% of the proprietary rights of an entity or having a majority interest in it.

**Control:** The criteria to be taken into account when assessing whether a legal person or entity is controlled by another person or entity, alone or pursuant to an agreement with another shareholder or other third party, could include, inter alia):

- a. having the right or exercising the power to appoint or remove a majority of the members of the administrative, management or supervisory body of such legal person or entity;
- b. having appointed solely as a result of the exercise of one's voting rights a majority of the members of the administrative, management or supervisory bodies of a legal person or entity who have held office during the present and previous financial year;
- c. controlling alone, pursuant to an agreement with other shareholders in or members of a legal person or entity, a majority of shareholders' or members' voting rights in that legal person or entity;
- d. having the right to exercise a dominant influence over a legal person or entity, pursuant to an agreement entered into with that legal person or entity, or to a provision in its Memorandum or Articles of Association, where the law governing that legal person or entity permits its being subject to such agreement or provision;
- e. having the power to exercise the right to exercise a dominant influence referred to in point (d), without being the holder of that right;
- f. having the right to use all or part of the assets of a legal person or entity;
- g. managing the business of a legal person or entity on a unified basis, while publishing consolidated annual accounts;
- h. sharing jointly and severally the financial liabilities of a legal person or entity or guaranteeing them.

If any of these criteria are satisfied, it is considered that the legal person or entity is controlled by another person or entity.

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