



Application for an EU residence document for residence as a (half) brother or (half) sister of a minor Dutch child (559)

English version

This application form is also available in English. See the website www.ind.nl to download this application form.

Please read the explanation below before you fill in this form.

Who can complete this form?

You can use this form to submit a first application for verification against EU law and the issue of an EU residence document for residence as a (half) brother or (half) sister with a minor Dutch child.

You are required to submit an application for verification against EU law. You must be able to demonstrate that you have legal residence in the Netherlands and for what purpose. The residence document is valid for a maximum of five years.

You can qualify for an EU residence if all circumstances below are present in your situation:

- You are a minor.
- You are not a citizen of the European Union (see heading Citizen of the European Union).
- The parent with whom you want to reside:
 - o has an EU residence document as the caring parent of a minor Dutch child; or
 - o has a facilitating visa for the purpose of submitting an application in the Netherlands as the caring parent of a minor Dutch child; or
 - o is in possession of another valid Dutch residence permit.
- The parent with whom you want to reside in the Netherlands is your biological or legal parent.
- You have demonstrated or made your identity and nationality plausible.
- Your parent residing in the Netherlands has lawful custody of you.
- You belong to the family of your parent (see the explanation below).
- Your parent carries out more than minimal care tasks and/or upbringing tasks for you.
- You are dependent on the care by your parent. If you are not allowed to reside in the Netherlands, your caring parent and your minor Dutch (half) brother or (half) sister will be forced to leave the territory of the EU with you.
- If there is a parent with custody who stays behind, this parent must give permission for you to depart for the Netherlands.

When do you belong to your parent's family?

- Your parent is your biological or legal mother;
- Your parent is your biological or legal father. Your father is/was married to your biological or legal mother or has/had a relationship with her;
- Your parent is your biological or legal father. Your father is/was not married to your biological or legal mother or has/had no relationship with her. Then there must be close personal ties. How is substance given to the family life between you and your father? How is contact with your father maintained and how regular is the contact? Living together can indicate close personal ties.
- Your parent is not your biological or legal parent. There must be close personal ties.
- You have reached the age of majority. You must have a more than customary dependency relationship with your parent. This relationship can only be given substance in the Netherlands. This can consist, for example, of medical or psychological problems.

Citizens of the European Union

You are a citizen of the European Union if you are a national of one of the Member States of the European Union (EU). Citizens of Switzerland and the countries of the European Economic Area (EEA) have the same rights as citizens of the European Union.

EU Member States: Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania, Slovenia, Slovakia, Spain and Sweden.

EEA Member States: Liechtenstein, Norway and Iceland.

How to fill in this form

Do not submit your application until you have fully filled in this form, signed it and collected all requested documents and evidence.

Minor children

If you are the parent or legal representative of a minor child, you can fill in and sign this form on behalf of him/her. If you are or the applicant is mentioned in this form, then it concerns the child. Fill in one form for each child. Answer all questions on the child's behalf. If the child is aged 12 years or over, then he/she may sign his/her own form.

Application costs (fees)

Applying for proof of lawful residence costs money. When we have received your application, the Immigration and Naturalisation Service (IND) will send you a letter containing the amount and way in which you must pay. You cannot pay in a different way or in instalments. Do not send money with the application. If you fail to pay (on time), your application will not be considered. This form does not contain any information about the costs or a possible exemption from paying fees. If you want to know in advance what fees you will have to pay, please visit www.ind.nl. If the assessment of your application shows that you do not qualify for the residence document applied for, you will not receive a refund.

Biometric information (passport photo, fingerprints and signature)

The IND needs your passport photo, fingerprints and signature to prepare a residence document. Fingerprints are taken from applicants aged 6 years and over. Everyone aged 12 years or over must provide their signature. **NB!** You have to go to an IND desk to have your passport photo taken, to have fingerprints taken and to provide your signature. You have to do this within 2 weeks after receiving a confirmation letter from the IND. You have to make an online appointment. If the IND does not have your passport photo, fingerprints and signature, your residence document cannot be prepared and issued to you. It is therefore important that you go to an IND desk. Visit www.ind.nl to find out how you can make an online appointment. You will also find addresses and opening hours of the IND desks there.

What happens after you have submitted your application?

Once the IND has received your application and you have paid the application costs (fees) then the IND will assess your application. If your application is not complete, it may take longer to process it. Then you must supplement your application first. Then you will receive a letter about this. In this letter you will find which supporting documents you still have to send to supplement your application. It is therefore important that you always pass on the correct details of your address in the Netherlands at 'Applicant's details'.

Please fill in the telephone number in the application form at which you can be reached during the handling of your application. The IND may call you for more information. The IND always uses an anonymous number for calls.

You will receive a written notice when your application has been completed. If your application is granted, you will also receive information about where you can pick up your residence document.

DigiD

After you register at your municipality you can apply for a DigiD with your citizen service number (in Dutch: *burgerservicenummer* or BSN). You can use your DigiD to log in on www.ind.nl and view your application or to upload additional supporting documents during your application.

Waiting for your application

You are allowed to wait for your application in the Netherlands.

Processing of personal data

The IND processes personal data during the handling of your application, notification or request. This means that, if needed, the IND requests data from you and from other organisations or persons. The IND also uses and stores the data and passes them on to other organisations. When doing so, the IND adheres to the rules laid down in privacy legislation. For instance, the IND must deal with data safely and with due care. The law also gives rights. At your request, for example, you will be allowed to see which data about you the IND processes. You can also get information on why the IND processes these data and to whom your data have been passed on. On www.ind.nl you can find out how the IND deals with your data and which rights you have. You can also find out how you can exercise your rights.

Do you want more information?

Then visit the IND website, www.ind.nl. You can also call the IND. The telephone number is 088 043 04 30 (you pay your customary rate for this information). From abroad you can call +31 88 043 04 30.

1 Details of the foreign national

Write in block letters

1.1 V-number (if you have one)

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1.2 Citizen Service Number (if you have one)

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1.3 Name (as stated in your passport) *Surname*

First names

1.4 Sex Male Female

1.5 Date of birth

<i>Day</i>		<i>Month</i>		<i>Year</i>															
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1.6 Place of birth

1.7 Country of birth (as stated in your passport)

1.8 Nationality

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

1.10 When submitting this application I live in the Netherlands I do not yet live in the Netherlands
NB: if you do not yet live in the Netherlands when you submit your application, you must fill in a correspondence address in the Netherlands below.

Home address *Street*

House number and addition

Postcode

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Town

1.11 Telephone number

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1.12 E-mail

2 Details of minor Dutch children

If you have several minor Dutch (half) brothers or (half) sisters you must fill in the details of all your minor Dutch (half) brothers or (half) sisters below. If you have more than 3 minor Dutch (half) brothers or (half) sisters, make a copy of this page and fill in the details of these children on it.

Details of minor Dutch child 1

Write in block letters

2.1 Citizen Service Number
(if he/she has one)

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2.2 Name
(as stated in the passport)

Surname

First names

2.3 Date of birth

Details of minor Dutch child 2

Write in block letters

2.4 Citizen Service Number
(if he/she has one)

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

2.5 Name
(as stated in the passport)

Surname

First names

2.6 Date of birth

Details of minor Dutch child 3

Write in block letters

2.7 Citizen Service Number
(if he/she has one)

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2.8 Name
(as stated in the passport)

Surname

First names

2.9 Date of birth

3 Details of the caring parent

Write in block letters

3.1 V-number (if he/she has one)

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3.2 Citizen Service Number (if he/she has one)

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3.3 Name (as stated in the passport) *Surname*

First names

3.4 Sex Male Female

3.5 Date of birth

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

3.6 Place of birth

3.7 Country of birth (as stated in the passport)

3.8 Nationality

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

3.10 Home address *Street*

House number and addition

Postcode

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Town

3.11 Telephone number

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3.12 E-mail

4 Supporting documents

Supporting documents

Make a clearly legible **copy** of all supporting documents on A4 paper. Do not use other sizes of paper. Write your V-number or client number on each pager (if you know this) or otherwise your personal details. Supporting documents that are faxed must always be sent also by post.

Language of the supporting documents to be enclosed

All documents must be drawn up in Dutch, English, French or German. Is this not the case? Then have all supporting documents translated into one of these languages.

Enclose the translation and a copy of the document with the application.

Translations in the Netherlands

In the Netherlands the translator must have been sworn in by a Dutch court. You can look for a sworn translator on the website www.bureauwbvtv.nl.

Translations abroad

Will you have the document translated abroad? Then you must have the document and the translation legalised. Legalisation is making an official document suitable for use in a different country. Legalisation is not required if an apostille has already been placed on the document and the translation. An apostille is a stamp or sticker certifying that the signature on a document is genuine. For the procedure per country visit www.nederlandwereldwijd.nl.

Foreign documents

Official foreign documents must have been issued and then legalised by the competent authorities of the country that issued the document. In some countries you must also have the document legalised afterwards 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 present in that country, the document must be legalised by the Dutch embassy or consulate responsible for that country. Official foreign documents include, for example birth certificates and marriage certificates. Having these documents legalised or provided with an apostille can take a long time. That is why you should start a few months before submitting your application with having your documents legalised or provided with an apostille in your country of origin. For more information about legalisation or apostille requirements for documents per country and the exceptions to this you can call the Dutch government's Public Information Service, telephone number 1400. For more information on legalisation of documents you can also visit www.netherlands.worldwide.nl.

Statements

Not all statements by family members, friends and acquaintances have the same evidential value. It is therefore important that you support the statements by family, friends and acquaintances as much as possible with other objective supporting documents (for example with supporting documents from authorities). If you send statements by family, friends or acquaintances, then these statements must be signed. You must also enclose a proof of identity of the person who made the statement.

Sending additional supporting documents

If you still want to send additional supporting documents yourself after submitting your application, or when the IND requests additional supporting documents, you can upload them with your DigiD. You can also send them by post. Find out more about [Uploading documents](#) on our website.

4.1 Application for an EU residence document as a (half) brother or (half) sister of a minor Dutch child (559)

NB! If you have more minor Dutch (half) brothers or (half) sisters, then enclose documents of **all** minor Dutch (half) brothers and (half) sisters with your application. Please read this page carefully and also see Situations 1 and 2.

Submit a copy of the following evidence and documents with your application:

- Your valid passport or identity card. If you do not have a passport or identity card, you must explain why you do not have a passport or identity card. Enclose other supporting documents with your application, issued by the authorities in your country of origin to make your nationality and identity plausible;
- Your birth certificate, deed of recognition or a decision of a family court from which the relationship between you and your parent under family law is evident. If you are unable to demonstrate the relationship under family law with a birth certificate, deed of recognition or a decision of a family court, you can for example send a copy of the results of a DNA test. The DNA test must be legally valid and performed by an accredited DNA laboratory (this is a laboratory that is recognised by the IND). Visit www.ilac.org for accredited laboratories abroad. You can also demonstrate the relationship under family law with other supporting documents and/or statements. If applicable, send documents of any adoption or foster care.
- Supporting documents showing that your parent has custody of you. If your parent does not have custody of you, you must explain why your parent does not have custody;
- Supporting documents showing that your parent actually takes (or took) care of you abroad and in the Netherlands. For example:
 - A letter/statement describing what your parent's care and upbringing tasks are. Also answer the following question in the statement: are there particulars in your or your parent's situation or that of your half-brother or half-sister, for example with respect to family, school, assistance, network, care and/or health? To support your statements, enclose as many objective supporting documents as possible (for example supporting documents from authorities);
 - A letter/statement by your other parent describing what the care and upbringing tasks are of the parent you want to live with. The other parent must have signed this statement. Also enclose a copy of the other parent's proof of identity with the application. Enclose as many other objective supporting documents as possible to support this statement (for example with supporting documents from authorities);
 - Photos (copies, not originals) of you together with your parent from your birth up to now. Also enclose photos on which your parent's care and upbringing tasks can be seen through the months/year. Give an explanation of the photos;
 - Supporting documents/statements from the Netherlands (and abroad), for example by a GP, specialist and so forth, showing that your parent as such accompanies and has accompanied you during medical check-ups/treatments. It must be stated in the supporting document that your parent was present. It must also be stated on which dates your parent was present;
 - Supporting documents/statements from the Netherlands (and abroad), for example by the school, sport club, childcare centre, sport coach, maternity assistant and so forth about the care and upbringing tasks your parent performs and has performed for you. It must also be stated which care and upbringing tasks your parent has and since when your parent has had these care and upbringing tasks;
 - Supporting documents showing that your parent supports and has supported you financially. For example receipts of school supplies and clothing (Please note that you must also demonstrate that your parent is actually the person who pays) or supporting documents showing that your parent transfers/transferred money for your care.
- Supporting documents showing that you and your parent live at the same address in the Netherlands. If you and your parent do not live at the same address, then explain in a letter/statement why you do not live together with your parent. If you are entered in the Personal Records Database (in Dutch: *Basisregistratie persoonsgegevens* or BRP) you do not have to enclose any supporting documents for this.
- Supporting documents showing that you and your parent lived at the same address abroad. Did you not live together with your parent abroad? Then explain why and demonstrate where you were staying.

If a situation below applies to you, you must also enclose the following supporting documents with your application.

Situation 1: Your other parent remaining behind in the country of origin also has custody

Then also enclose with your application:

- A signed permission statement from the parent staying behind. It must be included in this statement that this parent gives permission for you to come to the Netherlands; and
- A copy of the proof of identity (for example passport) of the parent remaining behind.

Situation 2: You have reached the age of majority

Then also enclose with your application:

- Supporting documents showing that special individual circumstances exist from which it is evident that you and your parent cannot be separated in any way, for example specific (medical) characteristics that make you dependent on care by your parent;
- If there is no dependence due to special individual circumstances as mentioned above: supporting documents showing how you give substance to the family life with your parent.

5 Signing by the applicant

- ✓ I am applying for verification against EU law and the issue of a certificate of lawful residence.
- ✓ I declare that I have filled in this form truthfully.
- ✓ I know that the personal details filled in will be processed for the purpose of implementing the Aliens Act 2000 (in Dutch: *Vreemdelingenwet 2000*, or Vw) and are passed on to authorities that need these details for that purpose.
- ✓ I will notify the IND immediately of changes in my situation/my parent's situation that relate to the right of residence.

5.1 I submit this form and _____ (number) appendices/supporting documents.

5.2 Name _____

5.3 Town and date

Town

Day		Month		Year		

5.4 Applicant's signature _____

6 Submitting the application

Please note! Do not submit the application until you have collected all documents that apply to your situation.

- ✓ Please check whether you have fully completed the form.
- ✓ Please check whether you have signed the form.
- ✓ Please make sure you have enclosed the requested copies of supporting evidence and documents. All information must be on paper (A4 format). Do not send original documents. Do not use staples or paper clips! Do not enclose USB sticks, CDs or DVDs.

Submit this application by post.

Send the completed form and all requested documents in 1 envelope to:

Immigration and Naturalisation Service
PO Box 16
9560 AA Ter Apel