



Application for a residence permit for a 'long-term third country national from outside the EU' (foreign national)

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

For whom is this form intended?

You can only use this form if you are a foreign national staying in the Netherlands. You want to apply for a residence permit while you are staying in the Netherlands or you want to change your (valid) residence permit. If you are abroad, then you will need to approach the Dutch Embassy or Consulate in your country of origin or the country in which you are staying. If you are a sponsor and you want to submit an application for a foreign national, you can use the form 'Application for a residence permit for a 'long-term third country national from outside the EU' for the sponsor.

You can only use this form when you or the sponsor with whom you apply to stay:

- has the status of long-term resident in another EU country and now wants to apply for a residence permit in the Netherlands; or
- is a family member of a long-term resident and has already been admitted to another EU country as family member of the long-term resident.

When your sponsor has the status of EU long-term resident and you want to apply to stay with this sponsor while at the same time you have not been admitted by another EC country, then you must use the form 'Application form for a residence permit with the purpose of residence Family Member and Relative'.

You can use this form in order to submit an application for a residence permit for one of the following purposes of residence:

- paid employment;
- intra-company transfer;
- cross-border service provision;
- seasonal labour;
- working experience (trainee);
- work on a self-employed basis;
- marriage, registered partnership and relationship;
- minor child (younger than 18 years old); or
- residence as economically inactive long-term resident.

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 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. 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 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 means of evidence 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 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 legalised 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.

Choose the purpose of residence

You can only choose one purpose of residence. If you choose more than one purpose then (possibly) your application will be no longer valid. If you are in doubt about your purpose of residence then contact the IND. Do not submit your application if you are not sure whether you comply with the conditions. Visit the website www.ind.nl for more information about your purpose of residence.

Paid employment (370)

Please enclose the following means of evidence with your application:

- a copy of the EC residence permit for long-term resident issued by the other Member State
- the completed and signed appendix 'Declaration by sponsor (employment)';
- a copy of the employment contract showing that you will be carrying out paid employment; and
- if necessary: a copy of (the application for) the Work Permit (TWV).

In most cases a Work Permit (TWV) is required if paid employment will be carried out.

The employer must apply for the Work Permit (TWV). More information about the Work Permit (TWV) can be gained from the Employee Insurance Agency (UWV) (www.werk.nl).

Intra-company transfer (370)

Please enclose the following means of evidence with your application:

- the completed and signed appendix 'Declaration by sponsor (employment)';
- a copy of your employment contract; showing that you will perform paid employment; and
- if necessary: a copy of (the application) Work Permit

For Intra-company transfer in the Netherlands a work permit is often required. You must apply for this through the Employee Insurance Agency (UWV). For more information see the website: www.werk.nl

Self-employed person (377)

Please enclose the following means of evidence with your application:

- a copy of the EU residence permit for long-term resident issued by the other Member State;
- if applicable: a copy of the document that was issued by the competent Dutch authority showing that you have the necessary permits to be allowed to practice a particular profession or run a particular enterprise;
- a completed and signed 'Declaration of income of self-employed person' appendix together with the relevant required documents;
- a business plan that includes information about:
 - the product or the service;
 - a market analysis that is focussed on the relevant product or service;
 - the organisation;
 - balance;
 - turnover and liquidity prognosis, including the calculations; and
 - specification and budget of labour creation and investments; and
- copies of all diplomas awarded. Does this include foreign diplomas? Then these must be provided with a Nuffic/Colo evaluation;
- if there is an enterprise in the country of origin: a copy of the deed of incorporation and the articles of association of the enterprise;
- employment contract(s) from the former employer(s);
- copies of certificates;
- turnover data relating to the Dutch market; and
- if you are a freelancer: copies of agreement(s) relating to the assignment(s) that you will be carrying out as freelancer.

Financial documents that support the application must be checked by the external expert who is authorised to do this.

The IND considers a completed and signed 'Declaration of income of self-employed person appendix' as proof that you have long-lasting sufficient means to exist independently.

Carrying out work as a spiritual counsellor (officiating minister or teacher) (642)

You must take into account that you will be obliged to follow a course of civic integration. In order to do this you will need to apply to the authorities in the municipality of your residence, once you have received your residence permit. Include a copy of the proof that you have passed the basic examination for civic integration before arriving in the Netherlands together with this application.

Please enclose the following means of evidence with your application:

- a copy of the EU residence permit for long-term residents issued to the foreign national by the other Member State;
- the completed and signed appendix 'Declaration by sponsor (employment)';
- a copy of the foreign national's employment contract showing that he will be carrying out paid employment; and
- if necessary: a copy of (the application for) the Work Permit (TWV) of the foreign national.

In most cases a Work Permit (TWV) is required if paid employment will be carried out.

You are applying for the Work Permit (TWV). More information about the Work Permit (TWV) can be gained from the Employee Insurance Agency (UWV) (www.werk.nl).

Cross-border service provision (500)

Choose this option if you do not have an EU/EEA nationality, but you do live and work in an EU/EEA country and you will be carrying out temporary services under assignment from a Dutch company. Please enclose the following means of evidence with your application:

- a copy of the EU residence permit for long-term resident issued by the other Member State;
- the completed and signed appendix 'Declaration by sponsor (employment)';
- a copy of your residence permit and your work permit showing that you have the right of residence in the country of your employer and that you are permitted to carry out work in the service of your employer; and
- a copy of your employment contract with the employer for whom you will be carrying out work temporarily in the Netherlands.

Economically inactive (763)

Please enclose the following means of evidence with your application:

- a copy of the EU residence permit for long-term resident issued by the other Member State; and
- means of evidence showing that you have long-lasting sufficient means to exist independently, such as benefit payments that you receive from the Member State that also issued you with the EU residence permit for long-term resident (this must involve benefit payments that you are also permitted to receive in the Netherlands). An income from previous work outside the Netherlands will suffice (such as a salary, (company) pension or income on the basis of early retirement) or income from personal assets.

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Ministry of Justice and Security

Marriage and registered partnership

- You are married to the sponsor or you have a registered partnership with the sponsor. The sponsor lives in the Netherlands. The sponsor has the status of a long term resident in another EU country (320)**

Please enclose the following means of evidence with your application:

- a copy of your residence permit showing that you were admitted by the other Member State as family member of the long-term resident (the sponsor);
- the completed and signed appendix 'Declaration by sponsor (family and relatives)';
- a copy of the marriage certificate; and
- means of evidence showing that you (or together with the sponsor) have long-lasting sufficient means to exist independently, see 'Proof of income' appendix.

- You are married to the sponsor or you have a registered partnership with the sponsor (320 - 340)**

Please enclose the following means of evidence with your application:

- the completed and signed appendix 'Declaration by sponsor (family and relatives)';
- a copy of the EU residence permit for long-term resident issued by the other Member State;
- means of evidence of the income of the sponsor. Look in the 'Means of evidence of income' appendix for which documents are needed for your application.

If this involves a marriage, then you must also submit:

- a copy of the marriage certificate.

If this involves a registered partnership, then you should also submit:

- a copy of the deed of registered partnership.

Minor child

- You are a minor child (younger than 18 years old) of the sponsor or the spouse or (registered) partner of the sponsor. The sponsor lives in the Netherlands (326)**

Please enclose the following means of evidence with your application:

- a copy of your residence permit showing that you were admitted by the other Member State as family member of the long-term resident (the sponsor);
- the completed and signed appendix 'Declaration by sponsor (family and relatives)'; and
- means of evidence showing that you (or together with the sponsor) have long-lasting sufficient means to exist independently, see 'Proof of income' appendix.

Relationship

- You are the unmarried partner of the sponsor. The sponsor lives in the Netherlands (322)**

Please enclose the following means of evidence with your application:

- a copy of your residence permit showing that you were admitted by the other Member State as family member of the long-term resident (the sponsor);
- means of evidence showing that you (or together with the sponsor) have long-lasting sufficient means to exist independently, see 'Proof of income' appendix;
- a copy of the unmarried status declaration relating to the sponsor. You must add an unmarried status declaration from country of origin of the sponsor and from the EU member state where the sponsor has obtained the EU residence permit for long-term residents;
- a copy of an unmarried status declaration relating to yourself. The unmarried status declaration must come from the country of origin and may not be more than six months old. If you are not staying in your country of origin but a country of continuous residence, you must add the unmarried status declaration from the foreign national's country of origin and also from the country of continuous residence;
- the completed and signed appendix 'Declaration by sponsor (family and relatives)'; and
- a 'Declaration of relationship' appendix that you and the sponsor have fully completed and signed.

- You are the unmarried partner of the sponsor (322 - 342)**

Please enclose the following means of evidence with your application:

- the completed and signed appendix 'Declaration by sponsor (family and relatives)';
- a copy of the EU residence permit for long-term resident issued by the other Member State;
- means of evidence of the income of the sponsor. Look in the 'Means of evidence of income' appendix for which means of evidence are needed for your application;
- a 'Declaration of relationship' appendix that you and the sponsor have fully completed and signed;
- a 'Questionnaire for residence with partner' that the sponsor has fully completed and signed;
- a copy of the unmarried status declaration relating to yourself. You must add an unmarried status declaration from your country of origin and from the EU member state where you have obtained the EU residence permit for long-term residents. The unmarried status declaration may not be more than six months old; and
- a copy of an unmarried status declaration of the sponsor. The unmarried status declaration must come from the country of origin of the sponsor and may not be more than six months old. If the sponsor has Dutch nationality, a permanent residence permit or an asylum residence, he does not need to add an unmarried status declaration.

2 Biometric information (fingerprints, passport photo) and signature, 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. NB. No fingerprints are taken from children younger than 6 years of age, only a passport photo is required. You can send a passport photo of your child to the IND, using the appendix passport photo form on www.ind.nl. You can also have a passport photo taken at the IND desk. Herefore you have to make online an appointment via www.ind.nl.
- Fill out the Antecedents certificate appendix and submit this appendix together with your application.

3

Details of the sponsor

WRITE IN BLOCK LETTERS

3.1 Citizen Service Number (if known)

3.2 Name
Surname as stated in the passport

First names

3.3 Sex and Date of birth Male Female Day Month Year

3.4 Place of birth

3.5 Country of birth

3.6 Nationality
> Please tick the applicable situation

3.7 Civil status unmarried married registered partnership divorced widow/widower

3.8 Home address Street Number
 Postcode Town

3.9 Telephone number

3.10 E-mail

3.11 Residence status Dutch nationality Privileged Residence Permit
 Waiting for the application for a residence permit to be dealt with None

4

Your personal details (the foreign national)

WRITE IN BLOCK LETTERS

4.1 Name
Surname as stated in the passport

First names

4.2 Sex and Date of birth Male Female Day Month Year

4.3 Place of birth

4.4 Country of birth

4.5 Nationality

4.6 Home address Street Number
 Postcode Town
 Country

4.7 Telephone number

4.8 E-mail

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5 Identification

Submit the following copies:

Of the sponsor

- A copy of the page in the passport or the identity card of the sponsor showing the identity details. Make copies of all the pages with travel stamps as well. Do not copy empty pages; or
- A copy of the front and reverse sides of a valid Dutch residence permit.

Of the foreign national

- A copy of the passport. Make copies of all the pages with travel stamps as well. Do not copy empty pages.

Are you younger than 18 years old and do you not have your own passport?

Then you should submit a copy of the passport of your parent in whose passport you are registered. Make copies of all the pages with travel stamps as well. Do not copy empty pages.

6 Signing

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.

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.

> Please tick the applicable situation

- I have enclosed the signed appendix 'Declaration by sponsor', or
- I have not enclosed the 'Declaration by sponsor' appendix because I am staying under the scope of a 'working on a self-employed basis' or 'Economically inactive long-term resident' application.

I submit this form and _____ (number) of appendices/documents in evidence.

6.1 Name

6.2 Place and date

Place _____ Day _____ Month _____ Year _____

6.3 Signature

7 Submitting the application and payment

You have gathered together all the means of evidence necessary for the application. Go to the appendix 'Submitting and paying for the application (by the foreign national)'.



This certificate only needs to be completed if the foreign national is 12 years of age or older. Please note! Not completing this antecedents certificate truthfully is an offense of which in all cases a report will be made.

Appendix Antecedents Certificate

1 Certificate

> Please tick the applicable situation

- I certify that:
- I have never been sentenced to imprisonment or a custodial measure for committing a crime;
 - I have never been sentenced to perform community service for committing a crime;
 - I have never been imposed an unconditional fine for committing a crime;
 - I have never accepted an out-of-court settlement for committing a crime;
 - I have never been imposed a penalty order by a public prosecutor for committing a crime;
 - I am currently not subject to prosecution for committing a crime;
 - I have never been responsible for one of the following categories of acts as referred to in Article 1F of the 1951 Refugee Convention: a crime against peace, a war crime, a crime against humanity, a serious non-political crime (for example murder or terrorism), or acts contrary to the purposes and principles of the United Nations (for example terrorist acts); and
 - I am aware of the fact that a sentence for committing a crime may result in a refusal or termination of the right of residence.
 - I have not submitted any incorrect data during earlier residence procedures;
 - I did not reside in the Netherlands illegally in the past;
 - I am not subject to any entry ban.
- I am unable to certify the above for the following reasons:

2 Signing (by the foreign national)

I have completed this form truthfully.

2.1	Name																						
2.2	Date of birth and V-number	Day	Month	Year	V-number																		
2.3	Place and date	Place						Day	Month	Year													
2.4	Signature																						

Processing of personal data

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Do not enclose this appendix with the form!

Appendix

Fingerprints, passport photo and signature

The foreign national must have his fingerprints and facial image (passport photo) taken to determine his identity. The biometric information is also required to create a residence permit. For the residence permit the IND also needs a signature of the foreign national.

How can the foreign national submit these?

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.

This can be done while still abroad, by means of the Entry and Residence procedure

- The sponsor (in the Netherlands) will have submitted the application for Regular Provisional Residence Permit for the foreign national (who is still abroad).
 - If a positive decision is given, then the foreign national can collect the Regular Provisional Residence Permit from the Dutch Embassy or Consulate in his/her country of origin or long-term residence. When collecting the Regular Provisional Residence Permit, the foreign national must take a new (and not previously used) passport photo with him/her. This 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.
 - The employee at the Dutch Embassy or the Consulate will take fingerprints and the foreign national will also be required to sign the document.
- The foreign national has submitted the 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 foreign national must take a new (and not previously used) passport photo with him/her. The employee at the Dutch Embassy or the Consulate will also take the fingerprints and the foreign national will be required to sign the document.

When abroad, 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) counter 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 sign the document. You have to make an online appointment via the website www.ind.nl.

Applying for a first residence permit in the Netherlands or changing the purpose of residence

- The foreign national or sponsor submits the application in writing (and sends the application by post to the Immigration and Naturalisation Service (IND)). The foreign national must go the Immigration and Naturalisation Service (IND) desk within 2 weeks after receiving a confirmation letter in order to have his/her fingerprints and passport photo taken. Please check www.ind.nl to make an online appointment. There, you will also find addresses and opening hours of the IND desks. If the application form notes that the foreign national will collect the residence permit at an expat centre, then he/she can also have a passport photograph and his/her fingerprints taken there. Please check www.ind.nl for how to make an online appointment. There, you will also find addresses and opening hours of the IND desks. The addresses and opening hours of the Expat Centres can be found at www.ind.nl.
- The foreign national must submit the application immediately at the counter. A passport photo and the fingerprints will be taken at the counter. The foreign national will also be required to sign the document. Submitting an application to an Immigration and Naturalisation Service (IND) counter is by appointment only. Information about making appointments can be found on the website www.ind.nl.

Application for extension of a residence permit, a permanent residence permit or an application for renewal or replacement of a residence document

- The foreign national or sponsor submits the application in writing (and sends the application by post to the Immigration and Naturalisation Service (IND)). The foreign national must go the Immigration and Naturalisation Service (IND) desk within 2 weeks after receiving a confirmation letter in order to have his/her fingerprints and passport photo taken. You will have to make an online appointment first. The addresses and opening hours of the Immigration and Naturalisation Service (IND) counters can be found on the website www.ind.nl.

N.B. From 1 March 2014, if the foreign national (e.g. in the context of a previous application) has had biometric features (10 fingerprints and a passport photo) taken, the foreign national does not need to provide these details (at an IND desk) again. This does not apply if the foreign national has reached the age of 6, 12 or 18 in the intervening period. The IND could invite the foreign national for gaining biometric details again, if the previously used passport photo is an insufficient similarity of the foreign national or if the photo and/or fingerprints taken previously are of an insufficiently high quality.

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Do not enclose this appendix with the form!

Usually, you will need a Regular Provisional Residence Permit (MVV) in order to apply for residence in the Netherlands. You do not apply for a MVV in the Netherlands, but in your country of origin or in the country where you may reside for more than 90 days under a residence permit.

Sometimes, you do not require a regular provisional residence permit. These situations are mentioned and explained below. Please read all situations first. Then tick in the application form the situation that applies and enclose the requested documents with the application form.

My residence permit has expired

The validity of your residence permit is stated in your residence document. If you have been unable to extend the validity of your residence permit or to change the restriction in time, you must state the reason for this in a separate letter. Enclose this letter and as many pieces of evidence and documents as possible with your application in order to substantiate your story.

For health reasons, I am unable to apply for a regular provisional residence permit in my country of origin

If you are in the Netherlands and, for medical reasons, it is not wise for you to travel to your country of origin, you do not have to apply for a regular provisional residence permit. You have to prove this with certain pieces of evidence and documents. You must enclose all the means of evidence mentioned in the Appendix 'Explanation and means of evidence medical circumstances'. Read the appendix carefully and follow the instructions.

The IND asks the independent physician from the IND's Medical Advisors Office (Bureau Medische Advisering or BMA) for advice about your medical situation. If you do not submit all the requested details, then BMA cannot advise and the IND can not assess whether your medical situation is grounds for exemption from the MVV requirement.

I am residing as a family member with someone who had a privileged status.

My family member qualifies for a permanent residence permit him/herself. If you are residing as a family member with someone having a privileged status and you currently also have a privileged status yourself, you do not require a regular provisional residence permit. This only applies if you and the family member you are residing with have submitted an application for a permanent residence permit simultaneously. Staff members of a foreign diplomatic or consular post or an international treaty organisation have a privileged status, for example.

Appendix

Exemption from the obligation to apply for a regular provisional residence permit and special situations

I have a valid residence permit issued in a Schengen member state

You do not require a regular provisional residence permit if:

- you have a valid residence permit issued in a Schengen member state; and
- a recognised sponsor has applied for your residence permit; and
- you meet the requirements for the purpose of residence.

If your family members meet the requirements above, they also do not need a regular provisional residence permit.

Schengen member states: Belgium, Denmark, Germany, Estonia, Finland, France, Greece, Hungary, Italy, Latvia, Liechtenstein, Lithuania, Luxembourg, Malta, Norway, Austria, Poland, Portugal, Slovenia, Slovakia, Spain, Czech republic, Iceland, Sweden, Switzerland.

I worked on a Dutch seagoing vessel or in a mining installation on the continental shelf for 7 years or longer

If you can demonstrate that you worked on a Dutch seagoing vessel or on the continental shelf for 7 years or longer, you do not require a regular provisional residence permit. Please enclose the proof hereof with this application.

I have Turkish nationality and worked legally in the Netherlands over the past year.

If you have Turkish nationality and worked legally in the Netherlands over the past year, you do not require a regular provisional residence permit under an international convention. This convention only applies if you want to remain employed in the Netherlands and apply for a residence permit for this purpose.

I am a (former) family member of an employee having Turkish nationality and lived together with this employee having Turkish nationality

If, as a family member of an employee having Turkish nationality, you lived together with him legally in the Netherlands for three years, you do not require a regular provisional residence permit under an international convention.

I have Turkish nationality and I want to perform work in the Netherlands as a self-employed person

If you have Turkish nationality and you want to perform work in the Netherlands as a self-employed person, the requirement to apply for a regular provisional residence permit will not be enforced against you beforehand if, upon submitting your application for performing work as a self-employed person, you immediately submit a business plan and you appear to have sufficient personal experience and your profession or business has added value for the Dutch economy. If the handling of your application shows that you meet all substantive admission conditions for work as a self-employed person, you do not require a regular provisional residence permit under an international convention.

I was born in the Netherlands, am 12 years of age or younger and did not move the location of my principal residence outside the Netherlands

A child aged 12 or younger, born in the Netherlands and forming part of the family of the sponsor (who did not move the location of his principal residence outside the Netherlands either) does not require a regular provisional residence permit. The parent(s) must lawfully reside in the Netherlands.

I qualify for a residence permit with the purpose of residence 'cross-border service provision'.

You do not need a regular provisional residence if you qualify for this residence permit.

I am a victim of or witness reporting human trafficking

If you are a victim of or witness reporting human trafficking, you must report to the police. You may be entitled to a residence permit based on this report. You are not obliged to submit a separate application for this. In that case, you do not require a regular provisional residence permit.

I do not have a residence permit and I am a victim of or witness reporting human trafficking. I cannot or will not file a report or collaborate in another way with the criminal investigation and prosecution of the human trafficker because of important reasons.

If you do not have a residence permit, are a victim of or witness reporting human trafficking and you cannot or will not file a report or collaborate in another way with the criminal investigation and prosecution of the human trafficker because of important reasons. You do not need a regular provisional residence if you qualify for a residence permit with the purpose of stay "temporary humanitarian" for these reasons.

I do not have a residence permit and I have fallen victim to (or might fall victim to) honour-related violence or domestic violence.

You do not need a regular provisional residence if you qualify for a residence permit with the purpose of stay "temporary humanitarian" for these reasons.

I am a minor child of a person who has a residence permit on temporary humanitarian grounds in connection with human trafficking or honour-related violence or domestic violence

If you are the minor child of someone who has a residence permit on temporary humanitarian grounds, as referred to above, and you are staying in the Netherlands with this parent, then you may be eligible for exemption from the requirement for a Regular Provisional Residence Permit.

I am unable to depart from the Netherlands

If you are not to blame for being unable to depart from the Netherlands, because you do not have a valid passport and, for valid reasons, you cannot be put into the possession of alternative travel documents, you do not require a regular provisional residence permit.

I am a minor child and actually resided in the Netherlands for at least three years

You do not require a regular provisional residence permit if you:

- are under age;
- actually resided in the Netherlands for at least three years;
- are of school age; and
- intend to reside with a Dutch citizen or a sponsor with lawful residence.

I want to reside with a family member who has an asylum residence permit, but my nationality differs from the nationality of this family member

You do not require a regular provisional residence permit if you:

- submit the application for family reunification within three months after an asylum residence permit has been granted to your family member residing in the Netherlands;
- you are unable to reside in a country you have special ties with (your country of origin, for example).

I am unable to leave the Netherlands because this is contrary to Article 8 of the ECHR

In case of an appeal for protection of your family life:

- evidence showing the relationship pertaining to family law between you and the sponsor, for example a copy of a birth certificate; and
- evidence showing how you conduct your family life with the sponsor.

In case of an appeal for protection of your private life:

- evidence showing your connections with the Netherlands and which also shows the intensity of these connections.

I want to reside with my Dutch minor child of whom I am the only carer parent

If you are the only carer parent of a Dutch minor child who you have to support and who must leave the European Union if no residence permit is granted to you, you do not require a regular provisional residence permit.

I resided in another Member State as a holder of a European blue card

You need not have a regular provisional residence permit if:

- you resided in another Member State for a period of eighteen months as a holder of a European blue card; or
- you resided as a family member with a holder of a European blue card in another Member State for eighteen months. Please enclose with this application the documentary evidence showing the nature and duration of the residence in the other Member State.

You are the victim of human trafficking and you are unwilling or unable to file a report of this or collaborate in another way with the criminal investigation and prosecution of the human trafficker in connection with serious threats, and/or a medical or psychological limitation and/or you being a minor.

You do not need a Regular Provisional Residence Permit if you can show that you are unable or unwilling to file a report or collaborate in another way with the criminal investigation and prosecution of the human trafficker in connection with serious threats, and/or a medical or psychological limitation and/or you being a minor. You are required to prove this by means of the following evidence:

- a statement from the police showing that there are indications that you are the victim of trafficking in human beings.

Add at least one of the three following statements:

- a statement from the police showing that you cannot be expected to collaborate in the criminal proceedings because of serious threats here in this country from the trafficker in human beings; or
- a dated and signed written declaration, not older than six weeks, from a medical practitioner, including:
 - the medical practitioner's name, address and registration number under the medical practitioner in the Individual Healthcare Professions Register (BIG), or the Netherlands Institute of Psychologists register;
 - which medical symptoms you have
 - the effect of your medical symptoms for the collaboration in the criminal proceedings.

And/or

- a statement from the police or Royal Netherlands Marechaussee (KMar) stating that you, in connection with being a minor, can not be expected to collaborate with the criminal proceedings. This statement contains detailed and specific comments on your individual situation, addressing the consequences of you being a minor for the collaboration in the criminal proceedings. You will only assumed to be a minor based on identifying documents, or when established by the IND (as described in paragraph C1/2.2 of the Aliens Act Implementation Guidelines).

Other

You want to apply for a regular residence permit and do not have a valid or correct regular provisional residence permit. Only in case of special and individual circumstances could you be granted a residence permit without a regular provisional residence permit. This only applies if you cannot be expected to apply for a regular provisional residence permit in

your country of origin or a country of continuous residence outside the Netherlands. Please state in a separate letter why this is not possible for you. Enclose this letter with the application form.

How do you submit the application?

If you rely upon one of the exemptions from the MVV-requirement, you must submit the application immediately at the counter. Submitting an application to an Immigration and Naturalisation Service (IND) counter is by appointment only. Information about making appointments can be found on the website www.ind.nl. You will receive an invitation letter after making the appointment.



Only complete this declaration if you apply for a residence permit for residence with or for your unmarried partner. Please note! If the declaration of relationship is not completed truthfully, this will constitute an offence, which will be reported in all cases.

Appendix Declaration of relationship

1 Details of sponsor (the partner)

1.1 Name Surname as stated in the passport
|
First names
|

1.2 Sex and Date of birth > Please tick the applicable situation Male Female Day Month Year
|

1.3 Place of birth
|

1.4 Country of birth
|

1.5 Nationality
|

1.6 Home address Street Number
|
Postcode Town
|

1.7 Civil status > Please tick the applicable situation unmarried married registered partnership divorced widow/widower
|

2 Details of foreign national

2.1 V-number (if known) |

2.2 Name Surname as stated in the passport
|
First names
|

2.3 Sex and Date of birth > Please tick the applicable situation Male Female Day Month Year
|

2.4 Place of birth
|

2.5 Country of birth
|

2.6 Nationality
|

2.7 Home address Street Number
|
Postcode Town
|

> Please tick the applicable situation

2.8 Civil status unmarried married registered partnership divorced widow/widower

3 Declaration

The sponsor and the foreign national declare that they maintain an exclusive relationship and that they are running (or will be running) a joint household, and that they have been (or will be) cohabiting at the address mentioned under 1.6, from:

3.1 Date

Day	Month	Year

If you are not living together because your partner does not yet live in the Netherlands, please provide the expected date of arrival in the Netherlands)

The sponsor and the foreign national both declare that they will notify the Immigration and Naturalisation Service within 4 weeks if their exclusive relationship ends. Please use the 'Notification form for family members and relatives', which you can download from www.ind.nl.

4 Signing

I have completed this form truthfully.

4.1 Name

4.2 Place and date

Place	Day	Month	Year

Signature of foreign national

Signature of sponsor

4.3 Signature

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 you can read how the IND processes your data and which rights you have. You can also read how to use your rights.



Please note! Not completing this employer's declaration truthfully may be considered a crime (such as forgery) and may lead to filing a police report.

Appendix Employer's declaration

One copy must be completed and signed for each employer.
The application form states when and of which person(s) you must enclose the employer's declaration with your application.

Please note! The IND may check the correctness of your enclosed wage, work and benefit details with another government agency (for example the Netherlands Employees Insurance Agency or the Tax and Customs Administration).

1 Details of employee

1.1	V-number (if known)	<input type="text"/>
		<small>Surname as stated in the passport</small>
1.2	Name	<input type="text"/>
		<small>First names</small>
		<small>> Please tick the applicable situation</small>
1.3	Sex and Date of birth	<input type="checkbox"/> Male <input type="checkbox"/> Female <input type="text"/>
		<small>Day Month Year</small>
1.4	Place of birth	<input type="text"/>
1.5	Country of birth	<input type="text"/>
1.6	Nationality	<input type="text"/>
1.7	Home address	<input type="text"/>
		<small>Street Number</small>
		<small>Postcode Town</small>
		<input type="text"/>

2 Details of company/institution

2.1	Name company/institution	<input type="text"/>
2.2	Withholding tax number	<input type="text"/>
		<small>Street Number</small>
2.3	Visiting address	<input type="text"/>
		<small>Postcode Town</small>
		<input type="text"/>

3 Employment details

3.1 Position of employee _____

3.2 Date of employment
 Day Month Year

 > Please tick the applicable situation

3.3 Nature of the employment
 Fixed employment Temporary contract On-call contract Ongoing temporary work
 > Please tick the applicable situation

3.4 Employment period
 Indefinite period Definite employment > Enter the period (from (date), to (date) below
 Day Month Year Day Month Year

 > Please tick the applicable situation

3.5 Is there a provision for continued payment of wage during the term of the contract if there is no work?
 No Yes

3.6 Is there a trial period?
 No Yes, until Day Month Year

3.7 Working hours per week
 Hours per week by contract Hours per week actually

3.8 Gross salary (excluding holiday allowance)
 Per month, or Per 4 weeks € _____
 All amounts rounded to the nearest full euro

3.9 Wage for social security purposes (excluding holiday allowance)
 Per month, or Per 4 weeks € _____
 All amounts rounded to the nearest full euro

3.10 Net salary (excluding holiday allowance)
 Per month, or Per 4 weeks € _____
 All amounts rounded to the nearest full euro

3.11 Holiday allowance
 _____ %

> You only have to complete 3.12 for the International Trade Regulation

3.12 Period of residence in the Netherlands (maximum of 3 years)
 From Day Month Year _____ (= date of entry)
 To Day Month Year _____

4 Signing by employer

I declare that the above employee is employed by the above company/institution.
 I have completed this form truthfully.

4.1 Name _____

4.2 Position _____

4.3 Telephone number _____

4.4 Place and date
 Place Day Month Year

 Signature Stamp

4.5 Signature and stamp of company/institution

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 you can read how the IND processes your data and which rights you have. You can also read how to use your rights.



Appendix

Declaration on income of self-employed person

This declaration is used to determine whether the self-employed person has long-term and independent, sufficient of support in the meaning of the Aliens Act 2000. Fill in this declaration if you are applying for a residence permit or a short stay visa and you, as a foreign national or sponsor, have an income as a self-employed person. Include, as a part of this declaration (under 5) a signed compilation report from an

administrator/accountant. Enclose the completed and signed declaration, including the compilation report, with your application. *Please note! The IND may check the contents of this declaration with another government agency (the Netherlands Employee Insurance Agency or the Tax and Customs Administration, for example).*

1 Details of self-employed person

1.1	Name	Surname as stated in the passport		_____															
		First names		_____															
1.2	V-number (if known) and date of birth	V-number	Day	Month	Year														
1.3	Place of birth and nationality	Place of birth						Nationality						_____					
1.4	Home address	Street												Number					
		Postcode						Town						_____					
1.5	Name of the company	_____																	
1.6	Visiting address	Street												Number					
		Postcode						Town						_____					
1.7	Chamber of Commerce registration number																		

2 Details of the administrator/accountant

2.1	Name accountant	_____																	
2.2	Professional title	<input type="checkbox"/> Advisor from the Netherlands Association of Accounting and Tax Experts (Accounting+Tax Expert) <input type="checkbox"/> Registered accountant <input type="checkbox"/> Tax consultants from the Tax Consultants Register <input type="checkbox"/> Accounting consultant <input type="checkbox"/> Other, namely:																	

2.3	BECON number of Tax and Customs Administration and telephone number Accountant	BECON number						Telephone number											
2.4	Visiting address	Street												Number					
		Postcode						Town						_____					

Explanation A company's profits for the closed financial year or the current financial year are calculated by deducting the total operating expenses from the total operating income. The income and the expenses must be calculated according to generally accepted commercial standards. With respect to this, the following is noted. If there is no closed financial year, the calculation of the monthly profits

must be based on permanence. This means that both the operating income and the operating expenses must be attributable to the relevant period. If the company has the form of a private partnership, general partnership or limited partnership, the profits will then be divided among the partners or associates.

3 Income from business activities

Current financial year, immediately preceding the time at which the application was submitted

		Day	Month	Year		Day	Month	Year
3.1	The data included at 3.2 and 3.3 relate to the period (from/to)							
3.2	Profits or share in the profits from business activities €							
	over the above period (see explanation)							
3.3	Annual income mentioned at 3.2 gross profits €							
	divided by the number of months stated							

Most recently closed financial year, immediately preceding the time at which the application was submitted

		Day	Month	Year		Day	Month	Year
3.4	Financial year (from/to)							
3.5	Profits or share in the profits from business activities in €							
	accordance with the financial statements (see explanation)							
3.6	Amount stated at 3.5, divided by the number of €							
	months in the most recently closed financial year							
3.7	Corrections of the above (share in the) profits from €							
	from business activities for taxable profit*							
3.8	Taxable profit* €							

3.9 Status of processing of tax return by the Tax and Customs Administration

> Please tick one situation and only enclose the relevant document

<input type="checkbox"/> Receipt of tax return received by the Tax and Customs Administration	> Please enclose IB-60 for a one-man business
<input type="checkbox"/> Provisional assessment	> Please enclose provisional assessment
<input type="checkbox"/> Final assessment	> Please enclose final assessment

3.10 If the Tax and Customs Administration has already imposed an assessment, is this assessment based on the stated profits from business activities?

Yes

No > Please enclose an explanation in a separate appendix

Next-to-last closed financial year

		Day	Month	Year		Day	Month	Year
3.11	Financial year (from/to)							
3.12	Profits or share in the profits from business activities in €							
	accordance with the financial statements (see explanation)							
3.13	Amount stated at 3.12, divided by the number of €							
	months in the most recently closed financial year							
3.14	Corrections of the above (share in the) profits from €							
	from business activities for taxable profit*							
3.15	Taxable profit* €							

3.16 Status of processing of tax return by the Tax and Customs Administration

> Please tick one situation and only enclose the relevant document

<input type="checkbox"/> Receipt of tax return received by the Tax and Customs Administration	> Please enclose IB-60 for a one-man business
<input type="checkbox"/> Provisional assessment	> Please enclose provisional assessment
<input type="checkbox"/> Final assessment	> Please enclose final assessment

3.17 If the Tax and Customs Administration has already imposed an assessment, is this assessment based on the stated profits from business activities?

Yes

No > Please enclose an explanation in a separate appendix

(*only for any inspection by the IND)

4 Signing by the self-employed person

I, the undersigned, hereby truthfully declare, as a self-employed person, to have acquired income from my own business in accordance with the above information.

4.1 Place and date

Place	Day	Month	Year

4.2 Signature of self-employed person |

Appendix

Declaration on income of self-employed person
Immigration and Naturalisation Service
Ministry of Justice and Security

5 Compilation report administrator/accountant

Our client for this compilation report is the self-employed person mentioned under 1. of this declaration, and also signatory of this form under 4, namely:

Surname as stated in the passport

5.1 Name
First names

5.2 Name of the company

5.3 Chamber of Commerce registration number

further referred to as: client

This compilation report is part of the declaration on income of self-employed person. Our client has this declaration on income of self-employed person filled in and signed for the purpose of an application procedure at the IND. This report is compiled by us for our client on behalf of the IND, with the aim of assessing whether the resource requirement has been satisfied for compliance with the applicable standard¹. As a result, the statement may not be suitable for another purpose. The statement is intended solely for our client and the IND and should not be distributed to or used by other parties.

This compilation report, in accordance with the applicable regulations², refers to the information under section 3 Income from business activities. This information is compiled by us based on the information provided by our client.

This compilation engagement has been performed by us in accordance with Dutch law, including the Dutch Standard 4410H, 'Compilation engagements', which is applicable to accountants³. The standard requires us to assist the client in the preparation and presentation of section 3 Income from business activities of the declaration on income of self-employed person. To this end we have applied our professional expertise in accounting and financial reporting.

In a compilation engagement, the client is responsible for providing us with all relevant information and the client is also responsible for ensuring the information is correct. Therefore, we have conducted our work, in accordance with the applicable regulations⁴, on the assumption that the client has fulfilled his responsibility. To conclude our work, we have read section 3 of the declaration to consider whether the statement as presented correspond with our understanding of the client. We have not performed any audit or review procedures which would enable us to express an opinion or a conclusion on section 3 of the declaration. During this engagement we have complied with the relevant ethical requirements prescribed by the 'Verordening Gedrags- en Beroepsregels Accountants' (VGBA, Dutch Code of Ethics)⁵. You and other users of this statement may therefore assume that we have conducted the engagement in a professional, competent and objective manner and with due care and integrity and that we will treat all information provided to us as confidential.

Signing

5.4 Name of administration/ accountants office
Place Day Month Year

5.5 Place and date

5.6 Signature of administrator/ accountant

¹ See article 16 paragraph 1 (c) of the Aliens Act.

² For members of the NBA (The Royal Netherlands Institute of Chartered Accountants), the NOAB (Netherlands Association of Financial and Tax Experts) and RB (Register of Tax Advisers).

³ And/or other applicable regulations, for example, if the administrator is a member of NOAB, RB or another body.

⁴ For members of the NBA, the NOAB and RB.

⁵ And/or other applicable provisions, for example, if the administrator is a member of NOAB, RB or another body.

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 you can read how the IND processes your data and which rights you have. You can also read how to use your rights.



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 cannot send the application by post. In that case, you must always submit the application to the IND Desk in person. Please visit www.ind.nl for the ways you can contact the IND.

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, wealthy foreign national, 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 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.

Appendix

Submitting and paying for the application by the foreign national

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 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.

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 you can read how the IND processes your data and which rights you have. You can also read how to use your rights.



Please read the explanation on page 2

Appendix Declaration by sponsor (employment)

1 Details of sponsor

1.1	Name of company/institution (if applicable)	_____		
1.2	Chamber of Commerce registration number	_ _ _ _ _ _ _ _ _ _ _ _		
1.3	Name	_____		
		First names		

		> Please tick the applicable situation		
1.4	Sex and Date of birth	<input type="checkbox"/> Male <input type="checkbox"/> Female	Day	Month Year
			_ _	_ _ _ _ _ _ _ _ _
1.5	Place of birth and Country of birth	_____		
		Place of birth	Country of birth	
1.6	Where you keep the records of the foreign national?	_____		
		Street	Number	

		Postcode	Town	
		_ _ _ _ _ _ _ _ _	_____	

2 Details of foreign national

		Surname as stated in the passport		
2.1	Name	_____		
		First names		

		> Please tick the applicable situation		
2.2	Sex and Date of birth	<input type="checkbox"/> Male <input type="checkbox"/> Female	Day	Month Year
			_ _	_ _ _ _ _ _ _ _ _
2.3	Place of birth and Country of birth	_____		
		Place of birth	Country of birth	

3 Signing by sponsor

I declare that I present myself as sponsor as referred to in Article 2a of the Aliens Act for the following foreign national for whom a residence permit is applied for.

3.1	Place and date	Place	Day	Month	Year
		_____	_ _	_ _	_ _ _ _ _ _ _ _ _
3.2	Signature	_____			

If you apply for a residence permit for a foreign national, you are the sponsor. This comes with responsibilities. As a sponsor, you must ensure that the foreign national meets the conditions for a residence permit. Not only when applying for a residence permit, but also afterwards. If the foreign national can no longer lawfully reside in the Netherlands, you, as sponsor, are responsible for the foreign national leaving the Netherlands.

Obligation to provide information

You are obliged to report changes to the IND within 4 weeks if they could have an effect on the residence permit. Please use the 'Notification form for labour-related residence purposes', which you can download from www.ind.nl. The form lists the changes you need to report to the IND.

Duty to keep records

You are obliged to collect and store any relevant information about the foreign national. You can find the data you are obliged to store in the Aliens Regulations. You must store this documentary evidence up to 5 years after you are no longer the sponsor of the foreign national. The IND can request data at any time in order to assess whether you have complied with your obligations.

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 you can read how the IND processes your data and which rights you have. You can also read how to use your rights.



Please read the explanation on page 2

Appendix

Declaration by sponsor (family and relatives)

1 Details of sponsor

1.1	Name	Surname as stated in the passport			_____											
		First names			_____											
		> Please tick the applicable situation														
1.2	Sex and Date of birth	<input type="checkbox"/> Male <input type="checkbox"/> Female			Day		Month		Year		_ _ _ _ _ _ _ _ _ _ _ _ _ _					
1.3	Place of birth and Country of birth	Place of birth			Country of birth									_____		
1.4	Where you keep the records of the foreign national?	Street			Number									_____		
		Postcode			Town									_____		
		_ _ _ _ _ _ _ _ _ _ _ _ _ _														

2 Details of foreign national

2.1	Name	Surname as stated in the passport			_____											
		First names			_____											
		> Please tick the applicable situation														
2.2	Sex and Date of birth	<input type="checkbox"/> Male <input type="checkbox"/> Female			Day		Month		Year		_ _ _ _ _ _ _ _ _ _ _ _ _ _					
2.3	Place of birth and Country of birth	Place of birth			Country of birth									_____		

3 Signing by sponsor

I declare that I present myself as sponsor as referred to in Article 2a of the Aliens Act for the following foreign national for whom a residence permit is applied for.

3.1	Place and date	Place			Day		Month		Year		_ _ _ _ _ _ _ _ _ _ _ _ _ _					
3.2	Signature	_____														

If you apply for a residence permit for a foreign national, you are the sponsor. This comes with responsibilities. As a sponsor, you must ensure that the foreign national meets the conditions for a residence permit. Not only when applying for a residence permit, but also afterwards. If the foreign national can no longer lawfully reside in the Netherlands, you, as sponsor, are responsible for the foreign national leaving the Netherlands.

Please note! If you are (also) requesting for a child, who is not your own child, but a child from a previous relationship of your spouse/partner to come over to the Netherlands, then not you, but your spouse/partner must complete the 'Declaration by sponsor' regarding the child.

Obligation to provide information

You are obliged to report changes to the IND within 4 weeks if they could have an effect on the residence permit. Please use the 'Notification form for family members and relatives', which you can download from www.ind.nl. The form lists the changes you need to report.

Duty to keep records

You are obliged to collect and store any relevant information about the foreign national. You can find the data you are obliged to store in the Aliens Regulations. You must store this documentary evidence up to 5 years after you are no longer the sponsor of the foreign national. The IND can request data at any time in order to assess whether you have complied with your obligations.

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 you can read how the IND processes your data and which rights you have. You can also read how to use your rights.



The questions must be answered by the partner (the sponsor) who lives in the Netherlands.

Appendix

Questionnaire for residence with partner

What is important in this questionnaire?

You must answer the following list of questions extensively and in detail. The IND can then assess whether your relationship is lasting and exclusive. Use separate sheets of paper when answering the questions. Mention the number of the question and your answer on the sheet. You must place your signature and the date of signing on each sheet of paper.

You must substantiate your answers with as much documentary evidence as possible. For example, letters, photographs, e-mails and aeroplane tickets. You may submit copies.

If you do not answer the questions in extensive detail and do not submit documentary evidence, the IND cannot assess your relationship properly. Your application can then be rejected.

Questions:

1. Since when do you know your partner? Name the day, month and year.
2. How did you come in contact with your partner?
3. Where did you get to know your partner? Name the place and exact location.
- 4.1 If you got to know each other via internet or family: have you already met each other in person?
- 4.2 If so, when and where did you meet? If not, why not?
5. Since when have you had a love affair with each other? Name the day, month and year. How did this happen?
6. How have you maintained the relationship since the beginning until now? Submit as much documentary evidence as possible, such as letters, e-mails, photographs and aeroplane tickets.
- 7.1 Has your partner ever been in the Netherlands?
- 7.2 If so, when was that? Name the day, month and year.
- 7.3 What was the reason for that stay?
- 7.4 In what place and with whom did your partner stay?
8. Have you previously had a relationship with someone who came from abroad to the Netherlands for you? If so, with whom and when was that?
9. Has your partner previously had a relationship with someone in the Netherlands? If so, with whom and when was that?
- 10.1 Does your partner have minor-aged children?
- 10.2 If so, what are those children's names, how old are they and where do they live now?
- 11.1 Will the children travel together with your partner to the Netherlands?
- 11.2 If not, why not? Who will take care of the children after your partner's departure to the Netherlands?
12. Are you related to your partner? If so, what is the family relationship?

Please be aware that if your children will not travel immediately with your partner there may be a waiting period of 1 year.

Please note!

- Have you signed and dated all the pages?
- Have you attached all the documentary evidence (as copies)?

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 you can read how the IND processes your data and which rights you have. You can also read how to use your rights.

