



## Application for a residence permit in connection with the Convention between the European Union and Turkey

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:

- have the Turkish nationality; or
- you are/(were) a family member of a foreign national who has the Turkish nationality.

You can use this form as a foreign national applying for the issue, or renewal or change to the purpose of residence of a temporary regular residence permit.

You can use this form for one of the following cases:

- you are working and you want to continue your residence on grounds of a Convention between the European Union and Turkey;
- you have stayed in the Netherlands for at least 3 years with a residence permit dependant on a family member and you want to an independent residence permit for continued residence;
- you want to stay in connection with looking for and carrying out work, whether or not as a paid employee (year in which you can look for work after marriage breakdown);
- you want continued residence after the end of the year in which you were looking for work;
- you want residence for work as a highly skilled migrant, but you do not want to submit your application via the recognised sponsor;
- you want to stay as a researcher within the meaning of Directive (EU) 2016/801, but you do not want to submit an application via the recognised sponsor;
- you want to work on a self-employed basis;
- you want a residence permit for paid employment.

**NB.** If you want to stay in the Netherlands in connection with family migration please use the form 'Application for the purpose of residence of 'family and relatives' (foreign national)'.  
You must ensure that this application is submitted to and received by the

IND before your residence permit expires. This is important to prevent you encountering a residence gap. A residence gap is an interruption in your residence. This has consequences for any subsequent procedures, such as an application for a permanent residence permit, an application for naturalisation or an application for a residence permit with purpose of residence 'humanitarian non-temporary', for example.

### How do you fill out this form?

This form comprises different appendices. Which appendices you need to fill out depends on your own situation. Only submit your application once you have completed filling out this form, signed and you have gathered together all the requested documents and evidence.

If your application is incomplete, the IND will be unable to assess your application properly.

### Processing of personal data

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

### Would you like more information?

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

## 1 Type of application

> Please tick the applicable situation

- You want to submit an application for the issue of a residence permit.**  
*This is only possible if you do not yet have a residence permit and you want to be considered for a residence permit on grounds of the Dutch regulation that only applies to Turkish citizens.*  
> Proceed to 2 'What is your situation'
- You want to submit an application for the renewal of the period of validity of a residence permit.**  
*This is only possible if you have a residence permit at the present time on grounds of the Convention between the European Union and Turkey or a residence permit on grounds of the Dutch regulation that is only valid for Turkish citizens.*  
> Proceed to 4 'Means of evidence'
- You want to submit an application for a change to the purpose of residence on residence permit (together with renewing the period of validity of the residence permit).**  
*This is only possible if you have a valid residence permit at the present time and you want to change this residence permit to a purpose of residence in connection with the Convention between the European Union and Turkey.*  
> Proceed to 4 'Means of evidence'

## 2 What is your situation

> Please tick the applicable situation and follow the instructions

### 1. You are abroad and you do not have a Regular Provisional Residence Permit (MVV).

A Regular Provisional Residence Permit (MVV) is a visa with which you can enter the Netherlands (for a stay longer than 90 days) in order to apply thereafter for a residence permit.

- You cannot use this form. You will need to apply to the Dutch Embassy or Consulate in Turkey.

### 2. You are staying in the Netherlands. You will usually need a Regular Provisional Residence Permit (MVV) in order to apply for residence in the Netherlands. In exceptional circumstances this is not necessary and you are exempted from the Regular Provisional Residence Permit (MVV) requirement.

> Please indicate below which situation applies. You can only tick one situation. You are applying for an exemption from the requirement for a Regular Provisional Residence Permit (MVV) because:

- your residence permit has expired;
- cannot apply for a Regular Provisional Residence Permit (MVV) in your country of origin due to health reasons;
- are residing as a family member with someone who had a privileged status;
- worked on a Dutch seagoing vessel or in a mining installation on the continental shelf for 7 years or longer;
- are a victim of, or witness reporting human trafficking;  
Although you may be exempted from the Regular Provisional Residence Permit (MVV) requirement, this form is not intended for submitting an application in connection with your desired purpose of residence. You will need to complete the form 'Application for a residence permit for the temporary humanitarian and permanent humanitarian purpose of residence.'
- you are unable to depart from the Netherlands because this is contrary to Article 8 of the ECHR;  
Although you may be exempted from the Regular Provisional Residence Permit (MVV) requirement, this form is not intended for submitting an application in connection with your desired purpose of residence.) You will need to complete the form 'Application form for a residence permit for the 'Family member or relative' purpose of residence'.

- you worked legally in the Netherlands during the past year;  
Although you may be exempted from the Regular Provisional Residence Permit (MVV) requirement, it is possible that you ticked the wrong box by step 1. Check whether you should submit a different application form. You can choose between renewing your valid residence permit or changing the purpose of residence thereof. If that is the case, then you can correct this by step 1 and then continue with step 2. If you have ticked the correct choice by step 2, then you will need to demonstrate using means of evidence that you were staying rightfully in the Netherlands without having a valid residence permit.
- you are an (ex-)family member of an employee with the Turkish nationality and you lived together with this employee;  
Although you may be exempted from the Regular Provisional Residence Permit (MVV) requirement, it is possible that you ticked the wrong box by step 1. Check whether you should submit a different application form. You can choose between renewing your valid residence permit or changing the purpose of residence thereof. If that is the case, then you can correct this by step 1 and then continue with step 2. If you have ticked the correct choice by step 2, then you will need to demonstrate using means of evidence that you were staying rightfully in the Netherlands without having a valid residence permit.
- you want to perform work as a self-employed person in the Netherlands;
- you want to stay in the Netherlands for paid employment;
- another reason, namely:

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## 3 Tuberculosis

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

> Please tick the applicable situation

- You do not need to undergo a TB test because you have a valid residence permit in the Netherlands.
- You do not need to undergo a TB test because you were born in the Netherlands and you have not changed the location of your principal place of residence to outside the Netherlands since your birth.
- You are the foster child or adopted child that has undergone a TB test with a good outcome in your country of origin. Include a recent medical statement in which this fact is evident.
- You do not need to undergo a TB test because you have the Turkish nationality or you are a national of one of the countries listed in the appendix 'Exemption from the obligation to undergo a tuberculosis (TB) test'. You have a different nationality and:
- have already undergone a TB test in the Netherlands. Enclose an original and recent 'TB test referral form' with the application. This form is the proof that you have undergone a TB test in the Netherlands. The form may not be more than 6 months old.
- have not yet undergone a TB test in the Netherlands. Then you should complete the Appendix Declaration of intent to undergo a TB test' and send this together with the application. You must sign this appendix yourself.

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

# Application

for a residence permit in connection with the Convention between the European Union and Turkey

Immigration and Naturalisation Service  
Ministry of Justice and Security

## 4 Means of evidence

### Requirements of foreign means of evidence

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

### Language

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

### Official means of evidence

Official foreign means of evidence must be issued and legalised by the competent authorities of the country that issued the means of evidence. In some countries the document must then also be 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](http://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](http://www.ind.nl) for more information about your purpose of residence.

#### You want to be considered for an independent residence permit:

- if you are currently an employee or family member of a Turkish worker and have 3 years of family-related residence permit (had) (301); or
- you have had (in the past) three-year stay with a Turkish worker (301); or
- you are a child of a Turkish worker who has worked in the Netherlands three years and you have completed a vocational education in the Netherlands (301).

- You want continued residence after the end of the year in which you were looking for work after termination of marriage or registered partnership (304)

Please enclose with your application means of evidence showing that had paid employment for at least 1 year before the moment when the period of validity of your residence permit expired.

- You want to stay in connection with looking for and carrying out work, whether or not as a paid employee (336)

Please enclose the following means of evidence with your application:

- means of evidence showing that you were married for at least 3 years and that the marriage has been dissolved;
- means of evidence showing that your residence was rightful for at least 1 year on grounds of your marriage (a copy of your residence permit)

- Paid employment on grounds of the Convention between the European Union and Turkey (337)

Please enclose the following means of evidence with your application:

- proof of your income, see Appendix proof of income;
- means of evidence showing that you have been employed for at least 1 year by a Dutch enterprise (this may also be a transport enterprise) and that your current employer wants to extend the period of your employment;
- if necessary: a copy of (the application for) the Work Permit (TWV).

In most cases a Work Permit (TWV) is required if paid employment is 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](http://www.werk.nl));

- Work as highly skilled migrant (396)

Please enclose the following means of evidence with your application:

- an employment contract;
- a recent Employer's Declaration; and
- wage specifications for the last 3 months (if available).

- Researcher within the meaning of Directive (EU) 2016/801 (498)

Please enclose a hosting agreement from a research institution together with your application showing:

- that the research project has been approved by the research institution;
- that you have a suitable diploma relating to higher education;
- what the legal relationship and the terms and conditions of employment are; and
- that you have long-term independent means of existence.

Also enclose the following documents in case of inbound long-term mobility for researchers:

- a copy of the valid residence permit for research as issued by the first Member State;
- a certificate from the research institute showing that the conditions for admission of long-term mobility researchers have been met.

- Self-employed person (377)

Please enclose the following means of evidence with your application:

- a copy of the document that was issued by the competent Dutch authorities showing that you have the necessary permits to be allowed to practice a particular profession or run a particular enterprise; and
- a completed and signed 'Declaration of income of self-employed person appendix' with the appendices demanded therein;
- 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;
- a business plan that includes information about:
  - the personal details of the owner;
  - the product or the service (specify what makes the product or service unique);
  - a market analysis that is focussed on the relevant product or service;
  - the organisation;
  - the (opening)balance;
  - the turnover and liquidity prognosis, including the calculations;
  - a specification and budget of labour creation and investments (if available).

NB. the market analysis has to at least contain information about the characteristics of the specific market, the target audience, competition (what is your distinctive character), potential market share, marketing, risks, pricing policy.

To substantiate the market analysis submit the following means of evidence:

- business sector details of the specific market you are targeting;
- copies of actual declarations of intent (scope of time and money involved) of future clients; already obtained orders (if any);
- turnover data from the Dutch market;
  - a copy of the employment contract(s) from your previous employment(s) and references;
  - copies of all diplomas awarded. Does this involve foreign diplomas? Then these must include an evaluation from Nuffic/Vocational Education Labour Market (SBB)

- To substantiate turnover data (if any) submit the following means of evidence:
- VAT declarations and decisions, definitive annual accounts, interim balance sheets and operating figures, income tax returns an assessments, wage tax declarations, sales invoices and bank statements (only end of the period under review)
  - if it concerns a private limited company/general partnership/limited partnership, submit the partnership contract showing at least the contribution and responsibilities of the partners and their part/role in the results;
  - 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 an independant external expert who is authorised to do this (chartered accountant, an accountant/administration consultant [a Dutch accountant's qualification], bookkeeper or a financial advisor).

## 5 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.
- Fill out the Antecedents certificate appendix and submit this appendix together with your application.

## 6 Your personal details

WRITE IN BLOCK LETTERS

6.1 V-number (if known)

6.2 Citizen Service Number (if known)

6.3 Name   
Surname as stated in the passport

First names

6.4 Sex and Date of birth  Male  Female  Day  Month  Year

6.5 Place of birth

6.6 Country of birth

6.7 Nationality

6.8 Home address   
Street  Number

Postcode  Town

Country

6.9 Telephone number

6.10 E-mail

> only if you are applying for a residence permit with the purpose of residence 'Self-employed person'

6.11 Chamber of Commerce registration number

## 7 Identification

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

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 any empty pages.

# Application

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Immigration and Naturalisation Service

Ministry of Justice and Security

## 8 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](http://www.ind.nl).

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

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

8.1 Name

\_\_\_\_\_

8.2 Place and date

Place \_\_\_\_\_ Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

8.3 Signature

\_\_\_\_\_

## 9 Submitting the application and payment

You have gathered together all the means of evidence necessary for the application. Proceed 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:

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### 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

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







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

In order to be able to make a residence document, the Immigration and Naturalisation Service (IND) need the fingerprints, passport photo and 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](http://www.ind.nl).

## **Appendix**

### **Fingerprints, passport photo and signature**

#### **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](http://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](http://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](http://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](http://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](http://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.

**Processing of personal data**

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## Appendix Declaration of intent to undergo a TB test

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

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

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

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

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

1.1	Application for a permit for the purpose of work, wealthy foreign national, learning while working or study?	<input type="checkbox"/> Yes <input type="checkbox"/> No
1.2	V-number (if known)	<input type="text"/>
1.3	Name	Surname as stated in the passport <input type="text"/> First names <input type="text"/>
1.4	Sex and Date of birth	<input type="checkbox"/> Male <input type="checkbox"/> Female Day <input type="text"/> Month <input type="text"/> Year <input type="text"/>
1.5	Place of birth	<input type="text"/>
1.6	Country of birth	<input type="text"/>
1.7	Nationality	<input type="text"/>
1.8	Home address	Street <input type="text"/> Number <input type="text"/> Postcode <input type="text"/> Town <input type="text"/>
1.9	Civil status	<input type="checkbox"/> unmarried <input type="checkbox"/> married <input type="checkbox"/> registered partnership <input type="checkbox"/> divorced <input type="checkbox"/> widow/widower Number <input type="text"/> Country <input type="text"/>
1.10	Details passport	Valid from (date) <input type="text"/> to (date) <input type="text"/>

1.11.1 Do you have a spouse or (registered) partner?  No > Go to 2 'Signing'  
 Spouse > Please complete the requested details below  
 (Registered) partner > Please complete the requested details below

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1.11.2 Name Surname as stated in the passport  
 |  
 First names  
 |  
 > Please tick the applicable situation

1.11.3 Sex  Male  Female

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1.11.4 Home address Street | Number  
 |  
 Postcode | Town  
 | | | | | | | | | |

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1.11.5 Nationality  
 |

## 2 Signing

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

2.1 Name of foreign national  
 |

2.2 Place and date Place | Day | Month | Year | | | | | |

2.3 Signature of foreign national  
 |

2.4 Name in case of legal representative  
 |

2.5 Place and date Place | Day | Month | Year | | | | | |

2.6 Signature of legal representative  
 |

### Processing of personal data

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1.8 Home address (in the Netherlands)

Street \_\_\_\_\_ Number \_\_\_\_\_

Postcode \_\_\_\_\_ Town \_\_\_\_\_

> Please tick the applicable situation

1.9 Civil status  unmarried  married  registered partnership  divorced  widow/widower

1.1.0 Details passport

Number \_\_\_\_\_ Country \_\_\_\_\_

Valid from (date) \_\_\_\_\_ to (date) \_\_\_\_\_

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

No > Go to 2 'Signing'

Spouse > Please complete the requested details below

(Registered) partner > Please complete the requested details below

1.1.1.2 Name

Surname as stated in the passport \_\_\_\_\_

First names \_\_\_\_\_

> Please tick the applicable situation

1.1.1.3 Sex  Male  Female

1.1.1.4 Home address

Street \_\_\_\_\_ Number \_\_\_\_\_

Postcode \_\_\_\_\_ Town \_\_\_\_\_

1.1.1.5 Nationality \_\_\_\_\_

## 2 Statement by physician from the Municipal Health Service

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

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

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

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

2.3 Test number and date

Test number \_\_\_\_\_ Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

2.4 Place and date

Place \_\_\_\_\_ Day \_\_\_\_\_ Month \_\_\_\_\_ Year \_\_\_\_\_

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

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

2.6 Submit form

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

Yes → **Immigratie-en Naturalisatiedienst  
Postbus 5, 9560 AA Ter Apel**

No → **Immigratie-en Naturalisatiedienst  
Postbus 17, 9560 AA Ter Apel**

### Processing of personal data

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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**

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. You are required to prove this by means of the following evidence:

- a statement from the police showing that you are the victim of human trafficking;
- a statement from the police indicating that you cannot be expected to collaborate in the criminal proceedings in connection with serious threats in this country by the human trafficker; and/or
- medical information showing that a physical or psychological disorder stands in the way of your collaborating in the criminal proceedings. The medical information must come from a person providing treatment who is either registered in the BIG (Individual Healthcare Professions) register or the Netherlands Institute of Psychologists register.

**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](http://www.ind.nl). You will receive an invitation letter after making the appointment.





### 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](http://www.ind.nl) you can read how the IND processes your data and which rights you have. You can also read how to use your rights.



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

## Appendix Proof of income

This list shows the proof of income the IND needs in order to assess the application. The application form shows the person(s) of whom you must enclose proof of income with your application. This usually concerns you (the sponsor) and your (registered) partner. The proof of income must be enclosed as a copy.

*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).*

**If you or your (registered) partner has an employment contract that is valid for at least 1 year at the time of the application; or  
If you (the foreign national) will work as an employee (in the context of an EU action programme or an International Agreement to which the Netherlands is party)**

- Your current employment contract(s) and/or appointment approval(s)
- The completed and signed Appendix/Appendices employer's declaration (not older than 3 months)
- Payslips over the past 3 months

*Only if you regularly earn more money than evidenced by your employment contract (for example due to overtime)*

- Payslips over the past 12 months

*If you are paid by a third party from a Personal Budget*

- Evidence of the complete outsourcing of the salary administration to the Social Insurance Bank (SVB)

**If you or your (registered) partner has an employment contract that is valid for less than 1 year at the time of the application**

- Your current employment contract(s) and/or appointment approval(s), showing that you have work
- The completed and signed Appendix/Appendices employer's declaration (not older than 3 months)
- When applying for a stay as a family member or relative:  
Over the past 12 months:
  - all salary slips; and
  - the annual income statement; and
  - the (temporary) employment contract(s) and/or appointment approval(s); and
  - confirmation(s) of benefits awarded and specification(s) of benefits received
- When applying for another purpose of stay:  
Over the past 3 years:
  - all salary slips; and
  - all annual income statements; and
  - all (temporary) employment contract(s) and/or appointment approval(s); and
  - confirmation(s) of benefits awarded and specification(s) of benefits received

**If you or your (registered) partner work as a temporary agency worker or under an on-call contract, seasonal work contract, zero hours contract or other contract with a deferred duty of performance**

- Your current (temporary) employment contract(s) and/or appointment approval(s), showing that you have work
- The completed and signed Appendix/Appendices employer's declaration (not older than 3 months)
- Over the past 3 years:
  - all salary slips; and
  - all annual income statements; and
  - all (temporary) employment contract(s) and/or appointment approval(s); and
  - confirmation(s) of benefits awarded and specification(s) of benefits received

**If you or your partner are a researcher pursuant to Directive (EU) 2016/801, it concerns the following proof**

- if you receive sponsor funds: a sponsor agreement showing the amount of the sponsor funds and the duration of the sponsor agreement; or
- if you receive periodic payments in order to pay for the stay in the Netherlands: a proof of these payments; or
- if you receive a grant or stipend: proof showing the amount and the start and end date of the grant or stipend; or
- if you have paid work abroad: a copy of an employment contract with the current employer abroad; or
- if you become employed by the research institution: a copy of the employment contract that must be signed by both you and the research institution.

**If you or your (registered) partner have a (supplementary) benefit**

*Do you or your (registered) partner have a (supplementary) benefit (for example, an unemployment benefit, sickness benefit, old-age pension, surviving dependants' benefit or a benefit under the Disability (Reintegration) Act)*

- The letter from your benefits agency granting your benefit
- The most recent specification of benefits received

*Do you or your (registered) partner have an invalidity benefit, a benefit under the Invalidity Insurance (Self-Employed Persons) Act or a benefit under the Work and Employment Support (Young Disabled Persons) Act*

- The confirmation of benefits awarded showing that you are incapacitated for work (and the degree of incapacity for work)
- The most recent specification of benefits received (of at least one year after the confirmation of benefits awarded)
- A letter from the benefits agency stating the date of re-examination

*Do you or your (registered) partner have an occupational disability benefit under the Work and Income (Capacity for Work) Act or the Work and Employment Support (Young Disabled Persons) Act*

- The confirmation of benefits awarded showing that you are incapacitated for work (and the degree of incapacity for work);
- The most recent specification of benefits received
- The most recent reassessment

*Are you or your (registered) partner permanently incapacitated for work and do not receive an invalidity benefit, benefit under the Work and Income (Capacity for Work) Act, a benefit under the Invalidity Insurance (Self-Employed Persons) Act or a benefit under the Work and Employment Support (Young Disabled Persons) Act.*

**Please note! This does not apply if you submitted an application for a permanent residence permit.**

- A statement from the Municipal Health Service, company doctor or medical examiner, showing that you are fully incapacitated for work, for how long you have been incapacitated for work and the expected duration of the incapacity for work

*Do you or your (registered) partner receive social assistance, and is it permanently impossible for you or your partner to work again. **Please note! This does not apply if you submitted an application for a permanent residence permit.***

- All confirmations of benefits awarded over the past 5 years and any correspondence with the Municipal Executive about the exemption of you and your (registered) partner from all obligations involving workforce integration and proof showing that integration into the workforce within a year cannot be expected.

**If you or your (registered) partner are self-employed**

- The Appendix declaration of income of self-employed person with the requested appendices, completed and signed by you and (for example) a registered accountant, accountant, accounting consultant, a tax consultant from the Tax Consultants Federation, a tax consultant from the Tax Consultants Association or an accountant with a BECON number from the Tax and Customs Administration.

**You or your (registered) partner are director-major shareholder of a company**

- The official documents showing your interest in the company (ownership percentage);
- A copy of your employment contract (or contracts if you have several jobs);
- An original and completed Appendix employer's declaration, bearing a date, signature of the employer and company stamp (not older than 3 months);
- Details over the three months preceding the date of your application, showing that a monthly salary was paid (payslips, bank statements);
- Proof that the withheld wage tax was transferred by the company to the Tax and Customs Administration (bank statements).

**You or your (registered) partner have an income from own funds**

- A tax statement of the year preceding this application for residence permit.

**Processing of personal data**

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**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 standard<sup>1</sup>. 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 regulations<sup>2</sup>, 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 accountants<sup>3</sup>. 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 regulations<sup>4</sup>, 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)<sup>5</sup>. 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

<sup>1</sup> See article 16 paragraph 1 (c) of the Aliens Act.

<sup>2</sup> 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).

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

<sup>4</sup> For members of the NBA, the NOAB and RB.

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

### Processing of personal data

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**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](http://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. Never send any original evidence. You must send clearly readable and full copies of the original evidence. Please provide color copies of official documents and your passport. Do not use any staples or paperclips. Do not send any USB sticks, CDs, DVDs 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](http://www.ind.nl) for the ways you can contact the IND. You must bring the original copies of all requested documents and evidence. The IND verifies and copies these documents, after which all original documents are returned to you. The copies must be enclosed with your application. You must also bring your valid border-crossing document (passport, for example) with you.

## **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](http://www.ind.nl) if you want to know the costs beforehand. If the assessment of your application shows that you do not qualify for the residence permit applied for, you will not receive a refund.

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

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

#### **Providing correct information**

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

#### **V-number**

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

#### **Processing of personal data**

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





Do not enclose this appendix with the form!

## Appendix

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

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

Albania	Jordan	United Arab Emirates
Andorra	Kosovo	United Kingdom
Antigua and Barbuda	Kuwait	United States of America
Argentina	Latvia	Uruguay
Armenia	Lebanon	Venezuela
Australia	Libya	
Austria	Liechtenstein	
Bahamas	Lithuania	
Bahrain	Luxembourg	
Barbados	Macedonia	
Belgium	Maldives	
Belize	Malta	
Bosnia and Herzegovina	Mauritius	
Brazil	Mexico	
Bulgaria	Monaco	
Canada	Montenegro	
Chile	Netherlands	
Colombia	New Zealand	
Comoros	Niue	
Costa Rica	Norway	
Croatia	Oman	
Cuba	Paraguay	
Cyprus	Poland	
Czech Republic	Portugal	
Denmark	Qatar	
Dominica	Romania	
Egypt	Samoa	
El Salvador	San Marino	
Estonia	Saudi Arabia	
Finland	Serbia	
France	Seychelles	
Germany	Singapore	
Greece	Slovakia	
Grenada	Slovenia	
Guatemala	Spain	
Honduras	St Kitts & Nevis	
Hungary	St Lucia	
Iceland	St Vincent and the Grenadines	
Iran	Suriname	
Iraq	Sweden	
Ireland	Switzerland	
Israel	Syria	
Italy	Tonga	
Jamaica	Trinidad and Tobago	
Japan	Tunisia	
Yemen	Turkey	

