

4 Changes of a general nature

> Please tick which situation applies (please select all relevant changes)

New contact person

- 4.1 Name of new contact person _____
- 4.2 Telephone number of contact person (including country code)
- | Country code | Phone number |
|--------------|--------------|
| + | |
- 4.3 E-mail of contact person _____
- 4.4 Will this contact person replace another contact person? Name of the former contact person
- No
- Yes, name: _____

Change of authorised representative

> Please enclose to this notification form an authorisation signed by the recognised sponsor. If the authorised person is a lawyer, no authorisation needs to be submitted.

- 4.5 Company name _____
- 4.6 Name of authorised representative _____
- 4.7 Name of contact person _____
- 4.8 Postal address
- Street _____
- Number _____
- Postcode _____
- | |
|--|
| |
|--|
- Town _____
- Country _____
- _____
- 4.9 Telephone number (including country code)
- | Country code | Phone number |
|--------------|--------------|
| + | |
- 4.10 E-mail _____

The statutory name of the recognised sponsor has changed

4.11 New company name _____

The address where the recognised sponsor is located has changed

4.12 Postal address *Street* _____

Number _____

Postcode _____

_____|_____|_____|_____|_____|_____|_____|_____|
Town

Country _____

Is the registered address the same as the recognised sponsor's postal address?
 Yes
 No > *Complete 4.13*

Is the registered address the same as the administrative address of the recognised sponsor?
 Yes
 No > *Complete 4.14*

The postal address of the recognised sponsor has changed.

4.13 Postal address *Street* _____

Number _____

Postcode _____

_____|_____|_____|_____|_____|_____|_____|_____|
Town

Country _____

- The recognised sponsor has been deregistered from the Dutch or foreign Commercial Register.**
- The legal form of the recognised sponsor has changed**
 > Please explain this change below. This change can mean that a new application for recognition must be submitted in order to continue as a recognised sponsor.
- There has been a change in the composition of the organisation's shareholders**
 > Please enclose a recent copy of the shareholder register.
- Administration or bankruptcy has been applied for or declared with regard to the recognised sponsor.**
- The enterprise / institution, organisation or legal entity has ceased its activities.**
- The code of conduct, which is mandatory for recognition as a sponsor, is not being followed.**
- The recognised sponsor no longer wishes to be a recognised sponsor.**
 > Please explain this change below.
- The enterprise / institution is not registered in the Commercial Register because this is not mandatory. There has been a change in the composition of the directors involved with the company or legal entity.**
 > Please explain this change below.
 Please provide the surname, first names, date of birth, place of birth, nationality, citizen service number and the position of every director of the company or legal entity. You can provide these details separately (A4).
- Other changes. Please explain any other changes below.**

Explanation

(if necessary, specify in a separate appendix)

5 Changes concerning your recognised sponsorship for work

- The recognised sponsor is no longer part of the same organisation or group of organisations as the organisation outside the European Union, under article 3 (l) of Directive 2014/66/EU.**
 > Please explain this change below.

Explanation

(if necessary, please explain in a separate appendix)

> Continue to 9 Date of change

6 Changes concerning your recognised sponsorship under Directive (EU) 2016/801

> Please tick which situation applies (select all relevant changes)

- The recognised sponsor is a public research institution which is no longer included in the annex to the Higher Education and Research Act.**
> Please explain this change below.
- The recognised sponsor is no longer a research institution under Article 1d (1) (b), of the Decree Implementing the Foreign Nationals (Employment) Act.**
> Please explain this change below.
- The recognised sponsor is no longer a private research institution in the National Academic Research and Collaborations Information System.**
> Please explain this change below.
- The certificate for research and development work, referred to in Article 1(1)(q) of the Salaries Tax and National Insurance Contributions (Reduced Remittances) Act has been revoked.**
> Please explain this change below.

Explanation

(if necessary, please explain in a separate appendix)

> Continue to 9 Date of change

7 Changes concerning your recognised sponsorship for study

> Please tick which situation applies (select all relevant changes)

- The recognised sponsor can no longer fulfil the duty of care.**
> Please explain this change below.
- The recognised sponsor is no longer registered at the registry administrator of the Code of Conduct International Student in Dutch Higher Education.**
> Please explain this change below.
- The recognised sponsor no longer provides training within the context of the development and cooperation policy of the Dutch Ministry of Foreign Affairs.**
> Please explain this change below.
- The recognised sponsor no longer provides educational activities within the context of the Law on Specific Cultural Policy.**
> Please explain this change below.
- The recognised sponsor is no longer accredited by the International Baccalaureate organisation.**
> Please explain this change below.
- The recognised sponsor is no longer financed on the basis of secondary education.**
> Please explain this change below.
- The recognised sponsor no longer forms part of an international organisation where students are exchanged all over the world and the country of placement is determined by national committees of this international organisation. Or the educational institution no longer places its students in a boarding school.**
> Please explain this change below.

- The recognised sponsor is no longer able to carefully recruit and select foreign nationals.**
> Please explain this change below.

Explanation
(if necessary, please explain in a separate appendix)

> Proceed to 9 Date of change

8 Changes concerning your recognised sponsorship for exchange

> Please tick which situation applies (select all relevant changes)

Please note! If the change(s) specified below must also be processed in the exchange programme, please also enclose the most recent exchange programme to this notification form.

- The recognised sponsor is no longer able to thoroughly recruit and select exchange students or host families.**
> Please explain this change below.
- The recognised sponsor is no longer able to supervise whether the daily routine, agreed upon between the host family and the au pair, is being complied with.**
> Please explain this change below.
- The recognised sponsor is no longer able to supervise the activities which the exchange student is undertaking.**
> Please explain this change below.
- The exchange programme is being changed. Send the new exchange programme to us.**
> Please explain this change below.
- A change has occurred in the accreditation of the exchange organisation by the Netherlands Youth Institute.**
> Please explain this change below.

Explanation
(if necessary, explain in a separate appendix)

> Proceed to 9 Date of change

9 Date of change

9.1 From which date will the change take place?

Day	Month	Year

9.2 If you have not reported the change in time, please provide an explanation here. You can also explain this on a separate appendix or substantiate it with supporting documents.

10 Signature (by the recognised sponsor or authorised representative)

I declare that I am authorised to submit the application for recognition as a sponsor. 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 am aware that if I do not do this, or do not do so within the time limit, it may affect my position as sponsor and the right of residence of the foreign national (s) for whom I am a recognised sponsor. 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 / supporting documents.

10.1 Name _____

10.2 Place, country and date *Place* _____

Country _____

Day *Month* *Year*

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

10.3 Signature _____

11 Submitting your notification form

You have collected all the supporting documents needed to substantiate this form. Then send the form with the supporting documents to the following address:

Immigratie- en Naturalisatiedienst
Postbus 5
9560 AA Ter Apel

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.

