



## Appendix Declaration by sponsor (family and relatives)

### Explanation

If you apply for residence for a family member to stay with you in the Netherlands, you are the sponsor. This comes with responsibilities. As a sponsor, you must ensure that your family member meets the conditions for a residence permit. Not only when applying for a residence permit, but also afterwards. Is your family member no longer entitled to reside in the Netherlands? Then you must ensure that your family member leaves the Netherlands.

*Please note!* You only complete this statement for your own family members. Are you applying for a child that is not your own child, but that of your spouse/partner? In that case, your spouse/partner must complete this statement for the child.

### Report changes

Are there any changes in your situation, which could have any effect on the residence permit? If so, you are obliged to report these changes to the IND within 4 weeks. The IND refers to this as the obligation to provide information. Please use the 'Notification form for family members and relatives', which you can download from [www.ind.nl](http://www.ind.nl). The form lists the changes you need to report.

### Retain records

You are obliged to collect and store any relevant information about your family member. You can find the data you are obliged to store in the Aliens Regulations. You must store this documentary evidence for 5 years after you are no longer the sponsor of the foreign national. The IND refers to this as the duty to keep and retain records. The IND can request data from you at any time. In this way the IND checks whether you comply with this obligation.

### 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.

## 1 Details of sponsor

**Write in block letters**

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

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

1.2 Sex  Male  
 Female

1.3 Date of birth

<i>Day</i>	<i>Month</i>	<i>Year</i>
<input type="text"/>	<input type="text"/>	<input type="text"/>

1.4 Place of birth \_\_\_\_\_

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

1.6 Address where you keep the records of the foreign national

*Street*

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*Number*

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*Postcode*

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*Town*

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## 2 Details of the foreign national

*Write in block letters*

2.1 Name  
(as stated in the passport)

*Surname*

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*First names*

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2.2 Sex

Male

Female

2.3 Date of birth

*Day*      *Month*      *Year*

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2.4 Place of birth \_\_\_\_\_

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

## 3 Signing by sponsor

I declare that I present myself as sponsor for the foreign national mentioned under 2 for whom I am applying for a residence permit.

3.1 Place and date

*Place*

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*Day*      *Month*      *Year*

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3.2 Signature \_\_\_\_\_