



This appendix may only be used for children younger than 6 years and Union citizens and nationals of the EEA and Switzerland.

## Appendix Passport photo form

### The passport photo and signature

The passport photo and signature of the foreign national is stated on the residence document (card). Each person from the age of 12 must place his or her own signature in this passport photo form. It is important for the signature to be clearly visible. Any unclear signatures cannot be used.

The foreign national's passport photo, which you have to place in this passport photo form, must meet the following requirements:

- The passport photo is in color.
- The passport photo may not have been used for a residence document before and must bear a clear resemblance;
- The passport photo must meet the Dutch passport requirements. These requirements can be found at [www.rijksoverheid.nl](http://www.rijksoverheid.nl) (Criteria for accepting passport photos in Dutch travel documents)

Please note! No residence document can be issued to you if your passport photo does not meet the Dutch passport requirements.

### Instruction enter personal data and signature

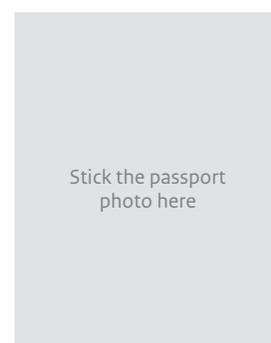
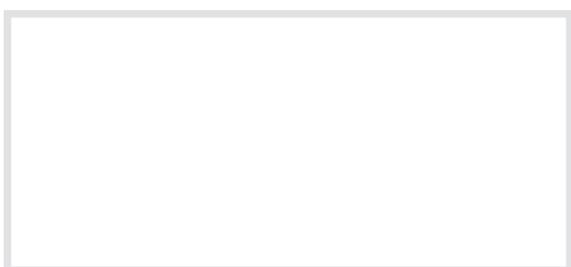
1. Complete in this passport photo form the foreign national's personal details (1 to 5).  
Please note! Complete in capital letters
2. Have the foreign national place a signature in the signature box on the lower left side (6). Use a pen with dark, preferably black ink.  
Please note! If the signature is not clearly visible, a residence document can not be issued.
3. Stick the passport photo with glue in the grey photo frame on the lower right side.  
Please note! Never use paperclips or staples, the passport photo will damage hereby.

### Send this passport photo form to the IND:

Immigratie- en Naturalisatiedienst  
Postbus 7025  
8007 HA Zwolle

Please note: Only send to this address if you use the Passport photo form apart from the application form. If you choose to use the Passport photo form, then you do not have to go to an IND desk to have your photo taken and to put your signature.

1.	First name(s) and surname	_____	
		Street	Number
2.	Home address	_____   _____	
		Postcode	Town
3.	Date of birth		
		Day	Month Year
4.	Nationality	_____	
5.	V-number		
6.	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.