



## Application for admission and residence 'to stay with a family member' (foreign national)

### To be filled in by the Dutch embassy or consulate

Application submitted at embassy/consulate: \_\_\_\_\_

Date

Day	Month	Year

Name and initials embassy employee \_\_\_\_\_

File password (if applicable) \_\_\_\_\_

Passport photo

size 35 x 45 mm  
(width x height)

*Please note!* If you have received a printed version of this information form, please check out the digital version, including direct links, on [www.ind.nl](http://www.ind.nl).

With this form, you apply for admission and residence in the Netherlands to stay with a family member. This family member is your sponsor. Your sponsor has the Dutch nationality or a Dutch residence permit and lives in the Netherlands or applies for admission and residence at the same time as you. You can only use this form if you are a foreign national staying outside the Netherlands. You can submit the application yourself if you are 12 years or older. If you want to submit an application for your minor child, you must have parental authority over your child. You submit the application to the Dutch embassy or consulate in the country of origin or the country of continuous residence.\* Please check the contact page of [www.netherlandsworldwide.nl](http://www.netherlandsworldwide.nl) to find out whether and how you can make an appointment for this.

\* *In case there is no Dutch consulate or embassy in your country of origin or permanent residence, please turn to the nearest Dutch representation.*

You can use this form in the following situations:

- You are married to the sponsor or you have a registered partnership with the sponsor.
- You are the unmarried partner of the sponsor.
- You are a minor child (younger than 18 years) of the sponsor or the spouse or (registered) partner of the sponsor.

### Appointment at the Dutch embassy or consulate

Please take this application form, your passport photo and valid passport with you to the appointment at the Dutch embassy or consulate. Depending on your situation (see section '7 Means of evidence'), you should also bring the original copies of the marriage certificate, birth certificate or unmarried status declaration to your appointment. The embassy or consulate employee will register your application and fill out the information box above. You will also receive a confirmation letter with your registration number (V-number). Please keep this letter: you will need it later. After submitting the application to the embassy or consulate, you will receive this application form back.

If you give your consent to communication by e-mail (see section '9 Declaration of consent'), the embassy or consulate employee will provide you with a file password. This password will be written in the box at the top of this page. It is very important that you keep your password safe and it is strongly recommended that you keep a copy of this application form for your records.

## After the appointment

To be able to assess your application, the Immigration and Naturalisation Service (IND) in the Netherlands needs information from you. Please complete and send this form, with all the necessary documents mentioned in section '7 Means of evidence', to the IND within three weeks from the date of your application (see the date above). Please also enclose the confirmation letter you received from the embassy or consulate. If you do not send all the necessary documents, the assessment of your application will be delayed. If the IND does not receive the information and documents in time, your application will be rejected.

### 1 Your personal details

**Write in block letters**

1.1 V-number 

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*Please note!* It is imperative that your V-number is mentioned above. Without this number, your application can not be processed. The embassy or consulate will give you this number.

1.2 Dutch Citizen service number (if applicable) 

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*The Dutch Citizen service number (BSN) is a unique number for everyone who has dealings with the Dutch government.*

1.3 Name (as stated in the passport)  
Surname \_\_\_\_\_  
First names \_\_\_\_\_

1.4 Sex  
 Male  
 Female

1.5 Date of birth  

<i>Day</i>		<i>Month</i>		<i>Year</i>						
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1.6 Place of birth \_\_\_\_\_

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

1.8 Nationality at birth \_\_\_\_\_

1.9 Current nationality \_\_\_\_\_

1.10 Civil status  
 unmarried  
 married  
 registered partnership  
 divorced  
 widow/widower

1.11 Home address

Street

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Number

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Postcode

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Town

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Country

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1.12 Telephone number

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1.13 E-mail

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1.14 Type of travel document

- National passport
- Diplomatic passport
- Service passport
- Official passport
- Special passport
- Other type of travel document, namely:

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1.15 Specifications of the travel document

Travel document number

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Date of issue

Day		Month		Year					

Valid until

Day		Month		Year					

Issued by

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**Only if the applicant is under 18 years of age (1.16 to 1.18)**

1.16 Name of legal representative of the applicant (parent or guardian) Surname \_\_\_\_\_

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

1.17 Address of legal representative of the applicant (parent or guardian) Street \_\_\_\_\_

Number \_\_\_\_\_

Postcode \_\_\_\_\_

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Town \_\_\_\_\_

Country \_\_\_\_\_

1.18 Nationality legal representative of the applicant (parent or guardian) \_\_\_\_\_

## 2 Situation of your sponsor

Does the family member you want to stay with already live in the Netherlands?

Yes

> Please go to section '3 Details of your sponsor in the Netherlands (if applicable)' and fill in the details.

No. The family member I want to stay with applies for admission and residence at the same time as me.

> Please go to section '4 Identification'.

## 3 Details of your sponsor in the Netherlands (if applicable)

3.1 V-number of your sponsor \_\_\_\_\_

3.2 Dutch Citizen service number of your sponsor (if applicable) \_\_\_\_\_

*The Dutch Citizen service number (BSN) is a unique number for everyone who has dealings with the Dutch government.*

3.3 Name of your sponsor (as stated in the passport) Surname \_\_\_\_\_

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

3.4 Sex of your sponsor  Male  
 Female

3.5 Date of birth of your sponsor

<i>Day</i>	<i>Month</i>	<i>Year</i>							

3.6 Place of birth of your sponsor \_\_\_\_\_

3.7 Country of birth of your sponsor \_\_\_\_\_  
(as stated in the passport)

3.8 Nationality at birth of your sponsor \_\_\_\_\_

3.9 Current nationality of your sponsor \_\_\_\_\_

3.10 Civil status of your sponsor  unmarried  
 married  
 registered partnership  
 divorced  
 widow/widower

3.11 Residence status of your sponsor  Dutch nationality  
 Privileged  
 Residence Permit, namely.  
 Paid employment  
 Study  
 Asylum  
 A residence permit other than as mentioned above  
 Waiting for the application for a residence permit to be dealt with  
 None

3.12 Address of the sponsor in the Netherlands

*Street*

\_\_\_\_\_

*Number*

\_\_\_\_\_

*Postcode*

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*Town*

\_\_\_\_\_

3.13 Telephone number of your sponsor

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3.14 E-mail of your sponsor \_\_\_\_\_

## 4 Identification

Please enclose the following documents with your application:

- A copy of your 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.

In case your sponsor already resides in the Netherlands, you should also submit the following copies:

- copy of the page with identity details of the passport or identity card of the sponsor\*. Also copy the pages with travel stamps. Do not copy empty pages; or
- a copy of the front and back of a valid Dutch residence permit.

\* *Please note!* If your sponsor has Turkish nationality besides Dutch nationality, and you wish to appeal to the Convention between the European Union and Turkey, you must enclose a copy of one of the supporting documents below. The document must have been issued after your sponsor has obtained Dutch nationality:

- the page from the Turkish passport of your sponsor that contains the personal details and passport photo; or
- the Turkish identity card (Nüfus) of your sponsor; or
- a statement from the Turkish authorities confirming Turkish nationality of your sponsor.

## 5 Civic integration examination abroad

You want to apply for a regular provisional residence permit. Before you can apply for a regular provisional residence permit, you must first have passed the civic integration examination abroad or have or obtain an exemption from this. Go to the '[Civic integration examination abroad' appendix](#) and see 'The foreign national is exempt from the civic integration examination abroad' for the exemptions. See 'The foreign national relies on special individual circumstances' what proof is required in order to obtain an exemption. Please tick the applicable situation and enclose the proof with the application.

> *Please tick the applicable situation*

- You have passed all parts of the civic integration examination abroad (and the passed civic integration examination is still valid).** Go to the '[Civic integration examination abroad' appendix](#) and see 'Period of validity of examination' for information about the validity of the examination. Enclose with the application the results issued by the Education Executive Agency (DUO).
- You are exempt from the civic integration examination abroad.** Enclose with the application the '[Civic integration examination abroad' appendix](#) and the proof showing that you qualify for an exemption.
- You want to obtain an exemption from the civic integration examination abroad.** Enclose with the application the '[Civic integration examination abroad' appendix](#) and the proof required to obtain an exemption.

## 6 Declaration of intent to undergo a TB test

In order to obtain a residence permit, you must be prepared to undergo a tuberculosis (TB) test in the Netherlands and - if necessary - treatment. If you are granted a residence permit, you will actually have to undergo a TB test within three months after having received your residence permit.

When you are in the Netherlands, you should make a TB test appointment with the Municipal Health Service (GGD) in the area where you live or will be living (for further information visit the website [www.ggd.nl](http://www.ggd.nl)).

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.

*Please note!* 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](#)'.

> *Please check either one of the following two boxes*

- 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.
- I do not need to undergo a TB test because I am a national of one of the countries listed in the appendix '[Exemption from the obligation to undergo a tuberculosis \(TB\) test](#)'.

## 7 Means of evidence

### Requirements of foreign means of evidence

Documents must be in Dutch, English, French or German. In case the documents are drafted in another language, you need to have these translated by an authorised translator. Send a copy of the original documents together with a copy of the translation.

> *Please tick the applicable situation*

#### **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:

- means of evidence of the income of the sponsor. Check the [Appendix Proof of income](#) for which documents are needed for your application;
- the completed and signed appendix 'the completed and signed appendix '[Declaration by sponsor \(family and relatives\)](#)';
- a signed and completed appendix '[Antecedents certificate](#)'.

*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.

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

Please enclose the following means of evidence with your application:

- means of evidence of the income of the sponsor. Check the [Appendix Proof of income](#) for which means of evidence are needed for your application;
- a signed and completed appendix '[Antecedents certificate](#)';
- the completed and signed appendix 'the completed and signed appendix '[Declaration by sponsor \(family and relatives\)](#)';
- a '[Declaration of relationship](#)' appendix that you and the sponsor have fully completed and signed;
- a '[Questionnaire for residence with partner](#)' appendix that the sponsor has fully completed and signed;
- a copy of the 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 in a country of continuous residence, you must add the unmarried status declaration from the country of origin and the unmarried status declaration from the country of continuous residence;
- 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 did not reside in the country of origin before coming to the Netherlands, but in a country of continuous residence, please add a declaration of unmarried status from the country of origin and an unmarried declaration from the sponsor's country of continuous residence. If the sponsor has Dutch nationality, a permanent residence permit or an asylum residence, he does not need to add an unmarried status declaration.

**You are a minor child (younger than 18 years) of the sponsor or the spouse or (registered) partner of the sponsor (326)**

Please enclose the following means of evidence with your application:

- means of evidence of the income of the sponsor and/or partner of the sponsor. Check the [Appendix Proof of income](#) for which documents are needed for your application;
- a signed and completed appendix '[Antecedents certificate](#)' (only if you are 12 years of age or older);
- the completed and signed appendix 'the completed and signed appendix '[Declaration by sponsor \(family and relatives\)](#)';
- a copy of your birth certificate or, if the familial relationship between you and the sponsor is not evident from the birth certificate, copies of other means of evidence showing the familial relationship, for example means of evidence of adoption;
- means of evidence showing that the sponsor has rightful authority over you.

*If your other parent who also has custody remains in the country of origin, then you must also include:*

- a signed [Declaration of Consent from the parent left behind](#). In this Declaration of Consent it is stated that your parent gives his/her permission for you to come to the Netherlands;
- a copy of the proof of identity/identity document (for example passport) of the parent left behind.

*If you are 15 years old or older, then you must also include:*

- a '[Certificate of non-impediment](#)' appendix, which you have fully completed and signed.

## 8 Payment of fees

Before your application can be assessed, you must pay a fee. Please check [Fees: Costs of an application \(ind.nl\)](#) for the fee applicable to your situation. The application is free of charge for citizens of San Marino and Israel.

Please transfer the fee for the application to the bank account of the IND referred to below. Please quote the V-number, which you will receive from the Dutch embassy/consulate where you apply, as your payment reference.

Bank	ING
Account number	70.50.05.356
Name	Min. van Justitie en Veiligheid 601/IND LEGES Storting Bank
IBAN number	NL31INGB0705005356
SWIFT code	INGBNL2A
Address	Postbus 85449
Postcode	2508 CC
City	Den Haag

You must transfer the fee within three weeks after the date on top of this form (filled in by the Netherlands embassy or consulate). Your application will only be assessed when the whole amount has been received by the IND. Please check whether your bank deducts a fee from the amount being transferred.

If the assessment of your application shows that you do not qualify for a residence permit in the Netherlands, you will not receive a refund.

## 9 Declaration of consent

### **(only if your sponsor not already lives in the Netherlands)**

The IND will assess and decide on your application. If you wish communication with the IND to take place by e-mail (instead of by post), you must consent to this first.

> Please check either one of the following two boxes

- I agree that communication with the IND will take place by e-mail. I want the email address I provided above to be used for this (section 1.13). I access this email address on a regular basis.
- I do not agree that communication with the IND will take place by e-mail. I want correspondence to be sent to the address I provided above (section 1.11).



If you give your consent to communication by e-mail, the IND will send the decision on your application to your e-mail address. The message will be encrypted using the file password you received from the embassy or consulate employee. You can open the encrypted document in the email with this password. Therefore, it is very important that you keep your password safe and it is strongly recommended that you keep a copy of this application form for your records.

*Please note!* The IND accepts no responsibility for any email messages that fail to reach you or are delayed. The IND cannot guarantee the reliability of sending or receiving messages by email, or the confidentiality and integrity of email correspondence sent over the internet.

## 10 What will happen with your application?

After receipt of your application, your documents and fee, the IND will assess your application. You will be contacted by the IND if your payment or your documents are not received. You will also be informed once the assessment of your application has been finalised. If your application is granted, you will also receive information about the follow-up procedure.

*Please note!* If your sponsor already resides in the Netherlands IND will not contact you, but your sponsor instead.

## 11 MVV and residence permit

In case your application is granted you will receive an MVV (entry visa) from the Dutch embassy/consulate. When your application is granted you can make an appointment to collect your MVV via [www.netherlandsworldwide.nl](http://www.netherlandsworldwide.nl). The IND aims to have your residence permit ready within a few weeks following your arrival in the Netherlands. The IND will send you a letter indicating when you can collect your residence permit. For this, you have to make an appointment online at the IND desk stated in the letter.

11.1 Intended date of departure to the Netherlands

Day	Month	Year

11.2 Please indicate below where you will collect the residence permit:

- Amsterdam                       Den Bosch                       Den Haag                       Maastricht (MIC)\*  
 Rotterdam                       Utrecht                       Zwolle

\*MIC – Maastricht International Centre

## 12 Registering in the Netherlands

You need your birth certificate (legalised and translated if necessary, please check [www.ind.nl](http://www.ind.nl)) for registering in the [Personal Records Database \(BRP\)](#) at your local municipality after arriving in the Netherlands. This is a mandatory procedure. When you are registered in the BRP, you will automatically obtain a [citizen service number \(BSN\)](#), unless you already have this.

## 13 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, within 4 weeks to the IND with the 'Notification form for family members and relatives'. 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.

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

13.2 Name \_\_\_\_\_

13.3 Place and Date

*Place*

<i>Day</i>	<i>Month</i>	<i>Year</i>					

13.4 Signature \_\_\_\_\_

## 14 Submitting this form with the necessary documents

Sign and send the completed form, the appendices and the requested documents to the IND in the Netherlands by post. Never send any original documents. You must send clearly readable and full copies of the original documents. Do not use any staples or paperclips. Do not send any USB sticks, CD's, DVDs and suchlike. Put all the documents in a sufficiently stamped envelope. Send this to the following address:

**Immigration and Naturalisation Service (IND)**

**P.O. Box 5**

**9560 AA TER APEL**

**The Netherlands**

### 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 organizations or persons. The IND also uses and stores data and shares them with other organizations. 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.