





## 4 Please state the change you want to submit

> Please tick the applicable situation

- The foreign national who had another sponsor and whose sponsor I would like to be > Proceed to 5  
*Please note:* this change is only possible if the old and the new sponsor belong to the same concern
- The foreign national whose sponsor I am now > Proceed to 6
- My position as sponsor > Proceed to 7

## 5 Change of sponsor

> Please tick

- The foreign national has a valid residence permit for the residence purpose of working. By signing this form, the enterprise will present itself as sponsor of the above foreign national as referred to in Article 2a of the Aliens Act and states that the foreign national still meets all conditions for the residence permit.

### Please add the following documentary evidence to your application:

- The appendix 'Engagement letter' from the employer as completed, showing the details of the current employment at the employer abroad, the transfer and the details of the position at the Dutch employer;
- The appendix 'Declaration by sponsor (employment)' as completed and signed;
- Proof of registration with the Chamber of Commerce, not older than three months, or fill in the Chamber of Commerce registration number at 7.7 in this application form;
- Proof of an own address where economic activities are performed, such as a lease or deed of purchase;
- An anonymised payroll records of all employees showing that at least one FTE was already employed by the Dutch employer before the foreign national's arrival;
- A declaration of compliance with fiscal obligations (Verklaring betalingsgedrag nakoming fiscale verplichtingen) not older than three months;
- The Curriculum Vitae of the foreign national showing what training courses he has completed and - if applicable - the working experience of the foreign national.

*Upon the performance of a regulated profession, please add the following to the application:*

- Proof of acknowledgement of the professional qualifications.

*In the event that the foreign national is a trainee employee, please add the following to the application:*

- Diplomas and degree certificates; a copy of a Master's Degree if applicable;
- A trainee agreement. The aforesaid relates to the preparation of the prospective position within the company or the group of companies, together with a description of the trainee programme.  
The description shows:
  - that the aim of the residence is to provide training to the trainee employee to develop a career or to provide training in relation to techniques and methods of the corporation.
  - the duration of the agreement;
  - the way in which supervision of the trainee employee is carried out during the transfer.

> Proceed to 8 'Date of change'

## 6 Change with respect to the foreign national

> Please tick the applicable situation. If multiple conditions are true then you can tick several boxes. Enter in the 'Comments' box to which situations apply to each situation and give the date.

- The foreign national no longer wants to come to the Netherlands
- The foreign national no longer stays in the Netherlands and this change was not reported in good time (within 4 weeks) to the Municipal Personal Records Database (BRP) of the municipality where the foreign national is registered.
- The foreign national is no longer employed by the sponsor or the enterprise outside the European Union.
- The foreign national is no longer in a managerial or specialist position, is no longer working as a trainer (specialist) or trainee employee.



The enterprise will no longer be a sponsor

Comments

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## 8 Date of change

8.1 From which date does the change occur?

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

8.2 If you have not reported the change in time, please provide an explanation

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## 9 Signing (by the sponsor or authorised person)

9.1 Name

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9.2 Place and date

*Place*

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

9.3 Signature (by a person authorised for this purpose)

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## 10 Submitting the reporting form

Send the form to:

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](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.

