



## Reporting form for family members and relatives (sponsor)

You can only use this form if you are a sponsor of a foreign national and the foreign national has a residence permit for family members and relatives.

You can use this form to submit any changes that you have to report to the IND under your obligation to provide information. A change must be reported to the IND within 4 weeks after the commencement of the change.

### 1 Details of the sponsor

*Write in block letters*

1.1 V-number (if known)

1.2 Citizen Service Number (if known)

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

*First names*

1.4 Sex  
 Male  
 Female

1.5 Date of birth  
*Day Month Year*

1.6 Telephone number

1.7 E-mail

### 2 Details of the foreign national

*Write in block letters*

2.1 V-number (if known)

2.2 Citizen Service Number (if known)

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

*First names*

2.4 Sex  
 Male  
 Female

2.5 Date of birth

Day			Month			Year		

2.6 Telephone number

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2.7 E-mail

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### 3 Please state the change you want to submit

> Please tick the applicable situation. If multiple conditions are true then please tick several boxes. In the 'Comments' box, indicate which situations apply and indicate the date for each situation.

- The foreign national no longer wants to come to the Netherlands.
- The foreign national no longer resides in the Netherlands and this change has not been reported in time (within 4 weeks) to Basisregistratie personen (BRP) of the municipality where the foreign national is registered.
- The foreign national is about to leave the Netherlands permanently.
- The family relationship with the foreign national has ended.
- The foreign national has died.
- The foreign national and the sponsor no longer live together 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.

> Please indicate below why you and the foreign national are no longer living together.

Comments

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- I wish to report another change in the foreign national's situation, namely...

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## 4 Date of change

4.1 From which date the change takes or will take place?

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

4.2 New address in the Netherlands

*Street*

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*Number*

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*Postcode*

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*Town*

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The new address belongs to

- the sponsor
- the foreign national

It is a secret address

- Yes
- No

## 5 Signing

5.1 Name

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5.2 Place and date

*Place*

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

5.3 Signature

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## 6 Submitting the reporting form

Send the form to:

**Immigratie- en Naturalisatiedienst**  
**Postbus 16**  
**9560 AA Ter Apel**

*Please note!* If the validity of the residence permit of the foreign national expires within 4 months, you will receive a confirmation of receipt. If you do not wish to receive a confirmation of receipt or if you prefer to receive it at a different address, you can indicate this below.

- I do not want to receive a confirmation of receipt.
- I want to receive a confirmation of receipt at another address, namely:

*Street*

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*Number*

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*Postcode*

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*Town*

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### 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.