



## Notification form for family members and relatives

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 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 notified in good time (within four weeks) to the Municipal Personal Records Database (BRP) of the municipality where the foreign national is registered.
- The family relationship with the foreign national has ended
- The foreign national and the sponsor no longer live together and this change was not notified 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 has died

Comments

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### 4 Date of change

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

Day	Month	Year

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 \_\_\_\_\_

5.2 Place and date *Place* \_\_\_\_\_

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

5.3 Signature (by a person authorised for this purpose) \_\_\_\_\_

## 6 Submitting the notification form

Send the notification form to:

Immigratie- en Naturalisatiedienst  
Postbus 16  
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.

