



Application residence permit: residence with unmarried partner

Application by sponsor

About this form

You have a foreign partner. You are unmarried and not registered as partner. To live with you in the Netherlands, your partner needs a residence permit. And in some situations, a visa to travel to the Netherlands. This visa is called a provisional residence permit (MVV). With this application form you apply for a residence permit and, if needed, an MVV. Does your partner already have a residence permit? Then you apply for an extension or change of residence purpose with this form. In that case, make sure the IND has received the application before your permit expires, but not more than 3 months before expiration.

Before filling in the form

- Check the [requirements for this residence permit](https://ind.nl/en/residence-partner) on ind.nl/en/residence-partner. For example, your partner might need to pass an exam first. Read about the [civic integration exam abroad](https://ind.nl/en/integration-exam) on ind.nl/en/ integration-exam.
- Are you a Dutch national and have you lived in [another EU country](https://ind.nl/en/eu-law) with your partner? Read on ind.nl/en/eu-law whether EU law applies to you.
- Does your partner have the nationality of a country of the EU, the European Economic Area (EEA) or Switzerland? Read about [staying in the Netherlands as an EU, EEA or Swiss citizen](https://ind.nl/en/eu-citizen) on ind.nl/en/eu-citizen.
- Check ind.nl/en/residence-child if you want your partner's [minor child](https://ind.nl/en/minor-child) to come and live with you.
- First, collect all required documents. Read on ind.nl/en/documents how to have official foreign documents [legalised and translated](https://ind.nl/en/legalised-and-translated).



Wat does this form consist of?

Personal details and type of application: always fill this in	3
MVV, civic integration and TB test: fill in if your partner needs an MVV	7
Relationship questions: fill in for a first application or change	9
Extension: fill in when extending the permit to stay with a partner	12
Declare, sign and collect: always fill this in	14
Submitting documents: check which documents you need to send	15
Appendix Antecedents Certificate: always fill this in	

Filling in the form

Fill in the form digitally and then print it. Or print the form and then fill it in with pen. Always use a black or blue pen. Answer the open questions in block letters. Choose a selection box by filling it completely. If you made a mistake, cross out the incorrect box. And then fill in the correct box. Print the form in black and white or colour, on A4 paper and in full size.

Submitting the form

Send the form and the documents to: IND, postbus 16, 9560 AA Ter Apel.

After your application

- You will receive a letter explaining how to pay. Check the [costs of the application](https://ind.nl/en/fees) on ind.nl/en/fees. If your partner does not get a residence permit, you will not get a refund.
- The IND usually takes a decision within 90 days. Sometimes it takes more time. For example, when not all required documents are submitted with the application. You can follow your application in My IND. You will receive the decision in a letter.
- Do not book a flight to the Netherlands before the decision. This avoids unnecessary costs if your partner does not get an MVV and residence permit.

More information

ind.nl/en/residence-partner

088 043 04 30

Processing of personal data

The IND records your data in the IND systems to be able to carry out legal tasks. The IND uses and secures your personal data carefully and on the basis of the requirements of the privacy legislation. Read [how the IND handles your personal data](https://ind.nl/en/privacy) on ind.nl/en/privacy.

PERSONAL DETAILS AND TYPE OF APPLICATION

1. Personal details partner

Your partner is the one who wants to live with you in the Netherlands. The personal details you fill in must be the same as in the passport. Does your partner already have a residence permit or applied for one in the past? Then your partner has a V-number. The V-number can be found in letters from the IND.

1.1	Citizen service number (BSN) (if your partner has one)	
1.2	V-number (if your partner has one)	
1.3	Surname	
	First name(s)	
1.4	Sex	
1.5	Date of birth (dd-mm-yyyy)	
1.6	Place of birth	
1.7	Country of birth	
1.8	Nationality	
1.9	Civil status	
	☐ married	
	☐ registered partnership	
	☐ not married (single or relationship with or without living together)	
	☐ divorced	
	☐ widow or widower	
1.10	Where does your partner live now?	
	Street and number	
	Postal code and place of residence	
	Country	
1.11	Telephone number	
1.12	E-mail	

2. Your personal details

You are the sponsor. This is the person that brings a foreign partner to the Netherlands. The personal details you fill in must be the same as in your passport. Do you have a residence permit? Then you have a V-number. The V-number can be found in letters from the IND.

- 2.1 Citizen service number (BSN) _____
(if you have one)
- 2.2 V-number (if you have one) _____
- 2.3 Surname _____
First names _____
- 2.4 Sex _____
- 2.5 Nationality _____
- 2.6 Civil status _____
☐ married
☐ registered partnership
☐ not married (single or relationship with or without living together)
☐ divorced
☐ widow or widower
- 2.7 Residence status _____
☐ Dutch nationality
☐ residence permit for paid employment
☐ residence permit for study
☐ asylum residence permit
☐ EU mobility residence permit
☐ other residence permit
☐ already applied for a permit that is pending
☐ privileged
☐ none
- 2.8 Street and number _____
 Postal code and place of residence _____
 Country _____
- 2.9 Telephone number _____
- 2.10 E-mail _____

3. Personal details authorised person

If you want, someone else may fill in and sign this form for you. You must give official permission for this. This is called authorising. You authorise someone with the [Authorisation declaration](#) on ind.nl/en/authorisation. Send the declaration with this form. Have you already authorised this person? Or is the authorised person a lawyer that lives and works in the Netherlands? Then submitting this declaration is not required.

3.1 Is someone else submitting the application for you?

- ☐ yes
- ☐ no → go to question 4

3.2 Is this authorised person your lawyer?

- ☐ yes
- ☐ no. No authorisation yet? Use the Authorisation declaration.
→ fill in 3.3 and then go to question 4

3.3 Surname authorised person

First name(s) authorised person

3.4 Name law firm

3.5 Surname contact person

First name(s) contact person

3.6 Street and number

Postal code and residence place

3.7 Telephone number

3.8 E-mail

4. Type of application

4.1 Are you, the sponsor, in the Netherlands because of EU mobility?

- ☐ Yes, I have a researcher residence permit in another EU country, and I am in the Netherlands for research. (529)
Send additional documents and information. See "Submitting documents."
→ go to question 4.3
- ☐ Yes, I have a European Blue Card residence permit, or a residence permit for long-term residents with the endorsement 'former European Blue Card holder' in another EU country, and I am in the Netherlands for work. (522)
Send additional documents and information. See "Submitting documents"
→ go to question 4.3
- ☐ No

- 4.2 When did the relationship between you and your partner begin?
- Our relationship began after I was living in the Netherlands. (342)
 - Our relationship began before I moved to the Netherlands. (322)
- 4.3 What is your partner's nationality?
- nationality of EU, EEA or Switzerland. Usually your partner does not need a residence permit, read about [staying in the Netherlands as an EU, EEA or Swiss citizen](#) on [ind.nl/en/eu-citizen](#).
 - nationality of Australia, Canada, Japan, New Zealand, United States or America, South Korea, Vatican City or United Kingdom? Your partner does not have a [nationality that requires an MVV](#) → go to question 4.5
 - other nationality. Your partner has a [nationality for which an MVV is required](#), check [ind.nl/en/mvv-visa](#).
- 4.4 Where is your partner now?
- in the Netherlands
 - abroad. Your partner needs an MVV to travel to the Netherlands. If you choose this option, you apply for the residence permit and the MVV at the same time.
- 4.5 Which application are you submitting?
- first application: Your partner has not had a residence permit in the Netherlands for the last 2 years.
→ go to question 5 if your partner is required to have an MVV
→ otherwise go to question 9
 - residence permit extension: your partner has a residence permit to stay with you and you want to extend this permit. → go to question 11
 - change of residence permit: your partner has a permit for another residence purpose. Or a residence permit to stay with someone else. And now wants a permit to stay with you. → go to question 9

MVV, CIVIC INTEGRATION AND TB TEST

Does your partner have a nationality for which an MVV is required? And is your partner abroad? Then your partner needs an MVV to travel to the Netherlands. Read on [ind.nl/en/mvv-visa what an MVV is and when you need this visa](https://ind.nl/en/mvv-visa/what-an-mvv-is-and-when-you-need-this-visa). Without an MVV, your partner may not be granted a residence permit. Whoever needs an MVV is usually required to pass the civic integration exam abroad. After arriving in the Netherlands, your partner might undergo a medical examination for tuberculosis (TB).

5. MVV exemption

The MVV requirement may apply to your partner because of their nationality. But your partner may still not need an MVV. This is called exemption. Check [ind.nl/en/mvv-appendix](https://ind.nl/en/mvv-appendix/find-out-in-which-situations-there-are-mvv-exemptions) and [find out in which situations there are MVV exemptions](https://ind.nl/en/mvv-appendix/find-out-in-which-situations-there-are-mvv-exemptions).

5.1 Are you requesting for an MMV exemption for your partner?

- ☐ yes
- ☐ no → go to question 6

5.2 Based on what situation is your partner requesting exemption for?

- ☐ Your partner had a valid residence permit in the Netherlands. You apply for a new residence permit for your partner. You do this within 2 years after your partner's previous residence permit expired. During those 2 years, your partner has always lived in the Netherlands.
- ☐ You have had a valid European Blue Card in another EU country for at least 12 months. You apply for a European Blue Card in the Netherlands. And your partner has lived with you in another EU country.
- ☐ You have a residence permit for long-term EU residents issued by another EU country. And your partner has lived with you in this other EU country.
- ☐ You have a researcher residence permit under Directive (EU) (2016/801) in another EU country. You come to do research in the Netherlands. You will stay here for at least 180 days. And your partner has lived with you in the other EU country.
- ☐ Your partner is not able to leave the Netherlands, because it violates Article 8 ECHR.

☐ Other, namely:

[→ go to question 8](#)

6. Civil integration exam abroad

Sometimes your partner does not have to take (part of) the exam. This is called exemption or dispensation. Read more about the exemptions and dispensations in the [Appendix Civic integration examination](#) (pdf, 166 kB) abroad on ind.nl/en/exemption-integration-exam.

- 6.1 Has your partner already taken the civil integration examen abroad?
- ☐ Yes, my partner has passed all parts of the exam and the exam is still valid.
 - ☐ No, my partner has exemption and therefore does not have to take the exam.
 - ☐ No, my partner has not passed all parts of the exam. And wants permission not to take (parts of) the exam. This is called dispensation.

7. Appointment collecting MVV

If the decision is positive, your partner will make an appointment for the MVV. This appointment is at the Dutch representation (embassy or consulate) in the country where your partner lives. Is there no Dutch representation in that country? Then your partner can make an appointment in the country that is closest. See all possible locations on netherlandsworldwide.nl.

- 7.1 Where will your partner make the appointment?

Place _____

Country _____

8. TB test

After arriving in the Netherlands, your partner may be given a TB test. This is to prevent an outbreak of this disease. Sometimes, a TB test is not necessary. Check ind.nl/en/requirements to find out in [which situations exemptions can be made from the TB test](#).

- 8.1 Has your partner already had a TB test?
- ☐ No, because my partner is exempt from TB testing. No TB testing is required.
 - ☐ Yes, my partner had a TB test less than 6 months ago. No TB testing is required.
 - ☐ No, my partner is not exempt and has not yet had a TB test. Download the appendix [Declaration of intent to undergo a TB test](#) (pdf, 216 kB) on ind.nl/en/tb-declaration.

Are you in the Netherlands because of EU mobility? → Then go to question 14

RELATIONSHIP QUESTIONS

You have to prove that you are in a relationship. And that you and your partner have a strong bond. You do this, by answering questions about your relationship and with a story describing your relationship.

9. Short questions about relationship

- 9.1 How long have you known your partner? (dd-mm-yyyy)
- _____
- 9.2 Since when have you been in a relationship with your partner? (dd-mm-yyyy)
- _____
- 9.3 How do you know your partner?
- ☐ through family
 - ☐ via the internet
 - ☐ other
- _____

9.4 Did you previously have a relationship with someone who came to the Netherlands for you?

- ☐ yes
☐ no → go to question 9.6

9.5 With whom and when did you have a relationship?

9.6 Did your partner previously have a relationship with someone in the Netherlands?

- ☐ yes
☐ no → go to question 9.8

9.7 With whom and when did your partner have a relationship?

9.8 Does your partner have a minor child or minor children abroad?

- ☐ yes
☐ no → go to question 9.12

9.9 Mention the name, age and place of residence of the child or children.

Name	Age	Place of residence

9.10 Is this child or are these children travelling with your partner to the Netherlands?

- ☐ yes → go to question 9.12
☐ no. Note: there may be a 1-year waiting period.

9.11 Why not? Who takes care of the child or children when your partner is in the Netherlands?

9.12 Are you, by blood, related to your partner?

- ☐ ja
- ☐ nee → go to question 10

9.13 How are you related?

10. The story of your relationship

Write down the story of your relationship. Do this on a separate A4 sheet or sheets. Describe your story as extensively possible. This is an important part of your application. You have to support the answers as much as possible with evidence of these moments. For example, photographs, chats, messages on social media or airline tickets. Or money transfers that show your partner supports you financially. Or the other way around.

Answer at least the following questions in your story:

- Where did you meet your partner?
- How did the contact between you and your partner begin?
- How did the relationship with your partner begin?
- When meeting via the internet or through family, have you already met your partner in real life? If yes: where and when? If no: why not?
- Has your partner already visited you in the Netherlands?
- If yes: specify how many times. When was the last time? What was the reason of that visit? And with whom did your partner stay? If not: specify why not.
- How have you maintained your relationship up until now? Describe several moments in your relationship, in the order in which they happened.

→ Ga to question 14

EXTENSION

Your partner already has a permit to stay with you. You want to extend this permit. Does your partner have a permit to stay with someone other than you? Then it is a change of residence purpose. And therefore, no extension.

11. Changed situation

Has your or your partner's situation changed? If so, that could mean something for the right to a residence permit. Read about [situations that might impact the right to a residence permit](#) on ind.nl/en/obligations. Does it involve a different situation? And are you not certain whether this has an impact? Then, in any case, describe the situation under "other" at 11.2.

11.1 Has the situation changed since your partner received a residence permit?

- ☐ yes
- ☐ no → go to question 12

11.2 What has changed?

- ☐ You and your partner are no longer living at the same address.
 - ☐ You and your partner are married or have a registered partnership.
 - ☐ You or your partner's income situation has changed.
 - ☐ You are now receiving a [benefit from public funds](#). Check ind.nl/en/benefits to find out which benefits are involved.
 - ☐ You have or your partner has a new relationship. You may not be able to use this form, call the IND: 088 043 04 30.
 - ☐ You are no longer in a relationship with your ex-partner. You may not be able to use this form, call the IND: 088 043 04 30.
 - ☐ Other, namely
-

12. Staying abroad

12.1 How long has your partner been abroad since your partner got the residence permit?
And where has your partner been?

- ☐ longer than 6 consecutive months, in:
period (dd-mm-yyyy tot dd-mm-yyyy): from _____ to _____
country _____
- ☐ for 3 years in a row for a period of more than 4 months consecutively in:
period (dd-mm-yyyy tot dd-mm-yyyy): from _____ to _____
country _____
period (dd-mm-yyyy tot dd-mm-yyyy): from _____ to _____
country _____
period (dd-mm-yyyy tot dd-mm-yyyy): from _____ to _____
country _____
- ☐ none of the above

13. Passport

13.1 Does your partner have a valid passport?

- ☐ yes, passport number: _____
valid from (dd-mm-yyyy) to (dd-mm-yyyy): _____ tot _____
issued in country: _____
- ☐ no, because _____

DECLARE, SIGN AND COLLECT

14. Collecting the residence permit

14.1 In case of a positive decision, where will your partner collect the residence permit?

- ☐ Amsterdam
- ☐ The Hague
- ☐ 's-Hertogenbosch
- ☐ Goes
- ☐ Maastricht
- ☐ Zwolle

15. Declaration and signature

15.1 I declare that I

- ✓ am the sponsor for my partner whose personal data are given at question 1.
- ✓ report important changes in my own or my partners' situation.
- ✓ know what my [obligations](https://ind.nl/en/obligations) as sponsor are. These are listed on ind.nl/en/obligations.
- ✓ filled in this form completely and honestly.
- ✓ know that the application will take longer if I do not submit all required documents.
- ✓ know that if I give false information or withhold important information, now or later, it could result in the withdrawal of the residence permit and the filing of a police report if a criminal offence is involved.

15.2 Surname and initials of the sponsor or authorised person

15.3 Place _____ Date _____ (dd-mm-yyyy)

15.4 Signature (always sign with a pen, even when filling in this form digitally)

→ go to Submitting documents on the next page to find out which documents are required for your application.

SUBMITTING DOCUMENTS

- Submit the documents that apply to your situation. The documents are in the list below. You do not need to send the pages with this list with your application.
- With documents you show that you meet the requirements. This is an important part of your application.
- Read how to have official foreign documents [legalised and translated](https://ind.nl/en/documents) on ind.nl/en/documents.
- Always submit copies of your original documents.
- If you do not submit all documents, the IND's decision will take longer.
- Are there any special facts or situations the IND must know about? For example, about your income? Then enclose a letter in which you explain the situation. And (official) documents proving this.

When applying for a first residence permit or a change of residence purpose

Are you in the Netherlands because of EU mobility? Then you only need to submit the documents that are listed under 'In case of EU mobility'.

From you/the sponsor

☐ **Copy of passport or other travel document**

Only copy the pages with identity details. And the pages with travel stamps. Do not copy the empty pages.

☐ **Authorisation declaration**

Do you have an authorised person? But did you not yet authorise this person?

Fill in the [Authorisation declaration](#) (pdf, 165 kB) on ind.nl/en/authorisation and submit the form with the application.

☐ **Copies of income documents**

Check the [Appendix Proof of income](#) (pdf, 173 kB) on ind.nl/en/proof-income to find out which documents these are.

☐ **Appendix Declaration of relationship**

Download the [Appendix Declaration of relationship](#) on ind.nl/en/declaration-relationship.

❑ **Copy of single status declaration**

Are you a Dutch national? Do you have a permanent residence permit or an asylum residence permit? Then do not submit this document.

❑ **The story of your relationship**

This is question 10.

❑ **Documents proving your relationship**

For example, photos, chats, messages on social media and airline tickets. Or money transfers showing you support your partner financially. Or the other way around. Send as much evidence as possible of different moments in your relationship. Including the date of the moment. And in the order of time. Print photos in colour.

From your partner

❑ **Copy of passport or other travel document**

Only copy the pages with identity details. And the pages with travel stamps. Do not copy the empty pages.

❑ **Proof of passing the civic integration exam abroad**

Send a copy of the exam result from DUO. The date on the result should not be over 1 year ago.

❑ **Appendix Civic integration examination abroad**

If your partner has or can get exemption or dispensation from the civic integration exam, download the [Appendix Civic integration examination](#) (pdf, 166 kB) abroad on [ind.nl/en/exemption-integration-exam](#). Also submit the documents that are listed in the appendix.

❑ **Appendix Antecedents Certificate**

This appendix is attached to this application form. Or download the [Appendix Antecedents Certificate](#) on [ind.nl/en/antecedentscertificate](#).

❑ **Copy of proof of MVV exemption**

Is this a first application? And does your partner request for an MVV exemption? Read on [ind.nl/en/mvv-appendix](#) which documents you need to submit for an [MVV exemption](#).

❑ **Copy of single status declaration**

This declaration comes from your partner's country of origin and should not be older than 6 months. Does your partner live in a country where your partner is not a national? And is your partner allowed to live there for more than 3 months (country of permanent residence)? Then submit copies of declarations from both countries. On netherlandsworldwide.nl you can find where your partner can obtain the declaration.

❑ **Copy of front and back of residence document in case of a country of permanent residence**

Does your partner live in a country that your partner does not have the nationality of? And is your partner allowed to live there for more than 3 months (permanent residence)? And does your partner need an MVV to travel to the Netherlands? Then send a copy of the residence permit of the country of permanent residence. Or a document showing that your partner has applied to be in that country. And is allowed to wait on the decision on this application there.

❑ **Appendix Declaration of intent to undergo a TB test**

Only if your partner needs to undergo a TB test. Download the [Declaration of intent to undergo a TB test](#) (pdf, 216 kB) on ind.nl/en/tb-declaration.

When applying for extension of a residence permit

From you/the sponsor

❑ **Copies proving change in situation**

Only if there is a change in situation. For example, a rental or purchase contract if you are no longer living together. Or a marriage certificate or registration in case of a marriage or registered partnership abroad. Does not need to be submitted in case of an income change.

From your partner

❑ **Passport declaration**

In case of a previous exemption or dispensation from the passport requirement. The declaration has to be issued by an official organisation. The statement shows that your partner is still in the same situation. And therefore cannot get a passport. Does your partner have a passport now? Then submit a copy of this passport. Only copy the pages with identity details. And the pages with travel stamps.

❑ **Appendix Antecedents Certificate**

This appendix is attached to this application form. Or download the [Appendix Antecedents Certificate](#) on ind.nl/en/antecedentscertificate.

❑ **Copies proving change in situation**

Only if there is a change in situation. For example, a rental or purchase contract if you are no longer living together. Or a marriage certificate or registration in case of a marriage or registered partnership abroad.

In case of EU mobility

You have a researcher residence permit under Directive (EU) (2016/801), a European Blue Card residence permit under Directive (EU) 2021/1883) or a residence permit for long-term residents with the endorsement 'former European Blue Card holder' in another EU country. You come to the Netherlands for work or research. And you will stay here for at least 180 days. This is what we call EU mobility.

From you

❑ **Copy of passport or other travel document**

Only copy the pages with identity details. And the pages with travel stamps. Do not copy the empty pages.

❑ **Copies of income documents**

Check the [Appendix Proof of income](#) (pdf, 173 kB) on ind.nl/en/proof-income to find out which documents these are.

From your partner

❑ **Copy of passport or other travel document**

Only copy the pages with identity details. And the pages with travel stamps. Do not copy the empty pages.

❑ **Copy of front and back of residence document**

This is a permit for residence as your family member in another EU member state.

❑ **Appendix Antecedents Certificate**

This appendix is attached to this application form. Or download the [Appendix Antecedents Certificate](#) on ind.nl/en/antecedentscertificate.

☐ **Copy of proof of health insurance(s)**

These should show that your partner is adequately insured.

☐ **Notification of intended period of stay**

On one of the copies, write down your partner's expected date of arrival in the Netherlands. And what the expected date of departure is.

L **IND** - *Application residence permit: residence with unmarried partner (sponsor)* L



Appendix Fingerprints, passport photo and signature

Please do not enclose this appendix with the form!

For every new application you submit, the IND needs your photo, signature and fingerprints. The IND uses these biometric details to establish your identity and make your residence document. We do not need new biometrics in the following situations:

- Your biometrics have been taken at an IND desk or embassy abroad less than 6 months ago.
- You apply for a Foreign Nationals Identity Document (Type W and Type W2). Your biometrics have been taken at an IND desk or embassy abroad less than 5 years and 3 months ago. With a Foreign Nationals Identity Document you show that you are allowed to be in the Netherlands because you are waiting for a decision on your application. The IND then reuses old biometric details.

In all cases, the foreign national must bring a valid passport (this can also be a foreign national passport or a refugee passport) or ID card of the EU, EEA or Switzerland.

Situation: application starts when the foreign national is abroad

1. Entry and Residence procedure

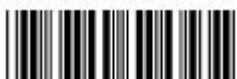
- The sponsor (in the Netherlands) will have submitted the application for a residence permit for the foreign national (who is still abroad).
 - When taking the basic civic integration examination abroad, the employee of the Dutch embassy or consulate will scan the passport photo of the foreign national and take his fingerprints. The foreign national must place his signature. The passport photo must comply with the requirements which also apply for Dutch passports. The embassy can inform the foreign national where he is able to have passport photos made locally, which comply with the relevant requirements. A photo that does not comply with the requirements will cause unnecessary delay.
 - If the foreign national does not have to take a basic civic integration examination abroad, the employee of the Dutch embassy or consulate will scan the passport photo of the foreign national and take his fingerprints when collecting the Regular Provisional Residence Permit (mvv). The foreign national must place his signature. The passport photo must comply with the requirements which also apply for Dutch passports. The embassy can inform the foreign national where he/she is able to have passport photos made locally, which comply with the relevant requirements. A photo that does not comply with the requirements will cause unnecessary delay.

2. Application for a Regular Provisional Residence Permit (mvv) by the foreign national

- The foreign national has submitted the application for a Regular Provisional Residence Permit to the Dutch embassy or the consulate in the country of origin or long-term residence.
 - When submitting the application, the employee of the Dutch embassy or consulate makes a scan of the passport photo and takes the fingerprints. The foreign national must place his signature. The passport photo must comply with the requirements which also apply for Dutch passports. The embassy can inform the foreign national where he/she is able to have passport photos made locally, which comply with the relevant requirements. A photo that does not comply with the requirements will cause unnecessary delay.

3. Application for temporary Regular Residence Permit for persons who do not require a Regular Provisional Residence Permit

- If an application is submitted in the Netherlands by a (recognised) sponsor for a foreign national who does not require a Regular Provisional Residence Permit, then the foreign national must go to an Immigration and Naturalisation Service (IND) desk immediately after arrival in the Netherlands. The Immigration and Naturalisation Service (IND) employee will make fingerprints and a passport photo and the foreign national will be required to place his signature. You have to make an online appointment via the website www.ind.nl.



Situation: application starts when the foreign national is in the Netherlands

1. The application is submitted by post

- The foreign national or sponsor sends the application by post to the IND. He will then receive a letter from the IND. This letter states whether the foreign national must have his fingerprints taken and that he must have a passport photo taken and place his signature. For this, the foreign national makes an appointment online at an IND desk. *Please note!* If you submit an 'Application for verification against EU law family member of the EU citizen', you have to make an appointment for the foreign national and the EU citizen at an IND desk **by telephone**. The telephone number is 088 043 04 30. The addresses and opening times of the IND desks can also be found on www.ind.nl. If the application form notes that the foreign national will collect the residence permit at an expat centre, then he can also have a passport photo and his fingerprints taken there. Please check www.ind.nl for how to make an online appointment. The addresses and opening hours of the Expat Centres can be found at www.ind.nl.

2. The foreign national submits the application in person

- The foreign national submits the application personally at the IND desk. A passport photo is made at the desk and fingerprints are taken if necessary. The foreign national must also place his signature there. The application can only be submitted to the IND desk by appointment. To make an appointment, visit www.ind.nl.

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 you can read how the IND processes your data and which rights you have. You can also read how to use your rights.