



Application for a residence document for long-term residence for EU citizens and their family members

www.ind.nl

Read this page and the notes on the following page before you begin completing the application.

From the translation of this form no rights can be derived.

Why this form?

This form is intended for EU citizens and their family members (regardless of their nationality) who have lawfully resided in the Netherlands for an uninterrupted period of 5 or more years.

An exception to this five year period applies to EU citizens who, after having worked as an employee or on a self-employed basis, have taken retirement, early or otherwise, are permanently unable to work or have become a cross-border worker. These EU citizens are eligible for the 'Long-Term Residence for EU Citizens' residence document. See under 'Purpose of Stay' on page 3 of this form for the conditions that apply.

You are an EU citizen if you are a citizen of one of the Member States of the European Union (EU). Citizens of the Member States of the European Economic Area (EEA) and citizens of Switzerland enjoy the same rights as EU citizens. The following countries belong to the European Union (EU): Austria, Belgium, Bulgaria, Cyprus, the Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, the Netherlands, Poland, Portugal, Romania, Slovenia, Slovakia, Spain, Sweden and the United Kingdom. The following countries belong to the European Economic Area (EEA): Liechtenstein, Norway and Iceland.

You can use this form to submit an application to the IND for a residence document for long-term residence for EU citizens. In all other cases, you should not use this form. To find out which form you need to use visit www.ind.nl or call 0900 1234561 (€ 0.10 p.m.).

How to complete this form

Complete one form for each person for whom an application for a residence document is being submitted. The form consists of 4 pages and 1 appendix. You must determine which purpose of stay applies to you. Attach all of the documentary evidence and documents requested for this purpose of stay to your application. If your application is incomplete, it will not be possible to assess your application properly.

Minor children

If you are the parent or legal representative of a minor child, you can complete this form on his/her behalf. Where the form states 'you' or 'the applicant', this refers to the child. Answer all of the questions on behalf of the child and attach all of the documents requested to your application. If the child is aged 12 or over, he or she may sign the form himself or herself. Complete one form for each child.

How to submit your application

Send your application to the IND. Use the return envelope that came with the form. Only submit the application after you have completed the form in full. You must not submit the application in parts. You must submit all of the documents requested together with your application.

Costs of applying (fees)

A fee is payable when you apply for a residence document. Do not send any money with your application. Once your application has been received, the IND will send you a giro collection form. You must pay the fee in all cases, otherwise your application will not be processed. It is not possible to pay in a different manner, or in instalments. The giro collection form also acts as confirmation that your application has been received. This form does not contain any information on the fees or possible exemption from the payment of fees. If you would like to know what the fee is in advance, visit www.ind.nl or call 0900 1234561 (€ 0.10 p.m.). If the assessment of your application reveals that you are not eligible for the residence document you have applied for, the fee will not be refunded.

What happens to your application?

If your application is incomplete, it will not be possible to assess your application properly. If you do not pay (on time) or you submit an incomplete application, there may be a delay in the processing of your application. By law the IND can, in principle, take six months to make a decision. You will receive written notification once your application has been processed. If your application is granted, you will receive a letter containing information on where you can collect your residence document.

Signature of the applicant (the holder of the residence document)

COMPLETE IN CAPITAL LETTERS

I hereby wish to apply for a residence document for long-term residence for EU citizens for me/my child/the child that I legally represent. I have completed this form truthfully. I am aware that the personal data provided on this form will be processed in implementation of the Aliens Act 2000 and will be passed on to authorities that require this data for this purpose. I will immediately inform the IND in the event of any changes to my situation/the situation of the child that relate to my/the child's right of residence.

Name _____

City/Town _____ Date

Signature _____ I submit this form and (number of) appendices/documents in evidence.

2. Purpose of stay in the Netherlands

Please state below the specific reason behind your application for a residence document and follow the instructions provided. You must tick the main reason. You must not give any other reasons for your stay. If you tick more than one purpose, your request for advice will only be assessed with regard to the first purpose you have ticked.

for long-term residence as an EU citizen or as the family member of an EU citizen

You must submit the following additional documents and documentary evidence together with your application:

- An original extract (not a copy) from the Municipal Administration showing your address and family composition. This extract must be dated within the last 6 months
- Documentary evidence that you have resided in the Netherlands for an uninterrupted period of five years immediately prior to submitting the application

you have reached pensionable age or have taken early retirement

You must submit the following additional documents and documentary evidence together with your application:

- Documentary evidence that you lived in the Netherlands at least 12 months immediately prior to your 65th birthday or immediately prior to the date on which you took early retirement
- Documentary evidence that you stopped working because you reached pensionable age or because you took early retirement
- Documentary evidence that you worked in the Netherlands for more than 3 years immediately prior to your 65th birthday or immediately prior to the date on which you took early retirement

These periods do not apply if your spouse or (registered) partner has Dutch nationality or has lost Dutch nationality as a result of his or her marriage to, or registered partnership with, you.

you are permanently unable to work

You must submit the following additional documents and documentary evidence together with your application:

- Documentary evidence that you worked in the Netherlands for at least 2 years immediately prior to the date on which you became unable to work and that you stopped working because you became permanently unable to work
- Documentary evidence that you lived in the Netherlands for a continuous period of 2 years immediately prior to the date on which you became unable to work

you are permanently unable to work as a result of an industrial accident or an occupational illness and are entitled to disability benefit under the Disability Insurance Act, or as of 1 January 2006, benefit under the Work and Income (Ability to Work) Act

In this case, the duration of your stay in the Netherlands is not relevant. You must attach the documentary evidence and documents required in respect of this purpose of stay to your application.

you are a cross-border worker

You must submit the following additional documents and documentary evidence together with your application:

- Documentary evidence that you have worked and resided in the Netherlands for a continuous period of at least 3 years
- Documentary evidence that you now work in another EU Member State but that your home is still in the Netherlands and you return to the Netherlands on a daily basis or at least once per week

3. Identification

Attach copies of all pages of your valid passport, identity card or any other document satisfactorily establishing nationality to your application. If you do not have a valid passport, identity card or any other document satisfactorily establishing nationality, you must attach a letter to your application explaining the reason behind this. In the case of a minor child without his or her own valid passport, identity card or any other document satisfactorily establishing nationality: provide copies of all of the pages of the parent's valid passport, identity card or any other document satisfactorily establishing nationality, in which the name of the minor child has been entered (e.g. passport)

4. Submitting your application

- > Attach your recent colour passport photo (taken within the last 6 months) to the appendix Passport Photo Form to this form, and sign the appendix.
- > Check that you have completed the form in full.
- > Attach all appendices, documents and documentary evidence requested to your application.

- > Now sign the front of this form.
- > Send your application to the IND in good time. Use the return envelope that came with the form.
If you downloaded the form from the website you should send your application to IND, Postbus 3145, 2130 KC Hoofddorp. Use your own envelope to do this.


Nederlandse versie

Dit aanvraagformulier is ook verkrijgbaar in het Nederlands.
Bel met 0900 1234561 (€ 0.10 p.m.). Vanuit het buitenland
belt u +31 20 8893045. Of kijk op: www.ind.nl om dit formulier
aan te vragen of te downloaden.



INVULLEN IN BLOKLETTERS COMPLETE IN CAPITAL LETTERS

Voorna(a)m(en) en achternaam
First name(s) and surname _____

Straat _____ Nummer 
Street _____ Number

Postcode  Plaats _____
Postcode _____ City/Town

Geboortedatum  Nationaliteit _____
Date of birth _____ Nationality

V-nummer 
V-number

De pasfoto

Onder aan deze pagina moet u een nieuwe, nog niet eerder gebruikte pasfoto van uzelf plakken. Als de aanvraag bedoeld is voor uw kind, dan moet u een nieuwe, nog niet eerder gebruikte pasfoto van uw kind plakken. Uw pasfoto moet voldoen aan de Nederlandse paspoorteisen.

Laat daarom altijd een nieuwe pasfoto maken door een beroepsfotograaf die bekend is met de eisen die in Nederland aan pasfoto's worden gesteld. Als uw pasfoto niet aan de Nederlandse paspoorteisen voldoet, kan er geen verblijfsdocument aan u worden uitgereikt. Het is dus belangrijk dat u een goede pasfoto meestuurt.

The Passport Photo

Stick a new and unused passport photo on the designated frame at the bottom of this page. If the application is meant for your child, please use a new and unused passport photo of your child.

Your passport photo has to meet the Dutch passport requirements.

Always have your passport photo made by a professional photographer who is acquainted with the Dutch passport requirements. No residence document can be issued to you if your passport photo does not meet the Dutch passport requirements. It is therefore very important to supply a good passport photo with this form.

Hoe plakt u de foto op dit formulier?

- Trek het niet-plakkende vel papier los, begin bij de pijl;
- Leg uw foto recht op het grijze kader;
- Plak de foto en druk stevig aan;
- Zet uw handtekening in het vak linksonder.
Doe dit met een pen met een donkere kleur inkt, het liefst zwarte inkt.
Als uw handtekening niet duidelijk is, kan geen verblijfsdocument worden gemaakt.

How to append a photo to this form?

- Pull away the paper cover, start at the arrow;
- Place your photo straight on the grey area below;
- Tightly press the photo on the paper;
- Place your signature within the frame on the lower left side. Use a pen with dark, preferably black ink.
If your signature is not clearly visible, a residence permit can not be created.

Handtekening
Signature

Plak hier uw pasfoto
Your passport photo here

