



Application for the purpose of residence 'Start-up' working on a self-employed basis (foreign national)

Read the explanation before you start to fill out the form.

For whom is this form intended?

You can use this form if you are a foreign national and wish to start an innovative business (a start-up) by yourself or with other people in the Netherlands. In this context you have to use a facilitator. You are the start-up entrepreneur in this situation.

You cannot use this form if you are abroad. If you are abroad you should go to the Dutch Embassy or Consulate in your country of origin or the country in which you are staying.

You may qualify for a residence permit for this purpose of residence if:

- You demonstrate that your product or service is innovative.

Innovativeness may involve both technological and non-technological aspects.

- You have a reliable and expert facilitator.

The expertise of the facilitator is shown by his good record of service and the reliability of the facilitator follows from his financial health.

- The Netherlands Enterprise Agency (Rijksdienst voor Ondernemend Nederland, RVO) gives the IND a positive recommendation on the innovativeness of your product or service and on the reliability and expertise of the facilitator.
- You and your facilitator are both registered with the Chamber of Commerce (Kamer van Koophandel).
You must fill in the Chamber of Commerce registration number in section 5 and 6.
- You have lasting and sufficient means of support.
You must be able to support yourself when the application is submitted. The income requirements can be found at www.ind.nl.
- There is no family relationship up to the third degree between you and your facilitator.

More details on the means of evidence can be found in section 3.

How do you fill out this form?

This form comprises different appendices. Which appendices you need to fill out depends on your own situation. Only submit your application once you have completed filling out this form, signed and you have gathered together all the requested documents and evidence. If your application is incomplete, the IND will be unable to assess your application properly.

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.

Would you like more information?

Then visit the IND website at www.ind.nl. You can also contact the IND by telephone via 088 043 04 30 (normal charges apply). From abroad you can call +31 88 043 04 30.

1 What is your situation

> Please tick the applicable situation and follow the instructions

1. You have a valid residence permit in the Netherlands and you want to change it (as well as renewing the period of validity of the residence permit) to the residence purpose 'working on a self-employed basis' (start-up).

You want to submit an application for changing the purpose of residence of your residence permit.

2. You are in the Netherlands, starting an innovative business and you want a residence permit. You have a short stay visa or you do not require a visa,

You want to submit an application for a regular residence permit

3. You are abroad

You cannot use this form. You must apply for an mvv at the Dutch representation abroad. [The forms for this can be found on the IND website.](#)

2 Tuberculosis

You want to apply for a residence permit in the Netherlands. You may need to undergo an examination and treatment for tuberculosis (TB). This depends on the situation.

> Please tick the applicable situation

You do not need to undergo a TB test because you have a valid residence permit in the Netherlands.

You do not need to undergo a TB test because you are a national of one of the countries listed in the appendix 'Exemption from the obligation to undergo a tuberculosis (TB) test'.

You do not need to undergo a TB test because you were born in the Netherlands and you have not changed the location of your principal place of residence to outside the Netherlands since your birth.

You have a different nationality and:

have already undergone a TB test in the Netherlands. Enclose an original and recent 'TB test referral form' with the application. This form is the proof that you have undergone a TB test in the Netherlands. The form may not be more than 6 months old.

have not yet undergone a TB test in the Netherlands. Then you should complete the Appendix Declaration of intent to undergo a TB test' and send this together with the application. You must sign this appendix yourself.

If you are in the Netherlands, then you should make an appointment for the test with the Municipal Health Service (GGD) in the region where you live or where you will be living (for further information, visit the website www.ggd.nl). Take the appendix 'TB test referral form' with you to the Municipal Health Service (GGD). The Municipal Health Service (GGD) will then send the form to the IND.

3 Means of evidence

Requirements of foreign means of evidence

You must gather together the means of evidence before submitting your application. You may be required to submit foreign means of evidence together with this application, for example a foreign marriage certificate. Your personal situation and the purpose of residence determine which foreign proof of income you will need to include.

Language

All foreign means of evidence must be compiled in Dutch, English, French or German. Is this not the case? Then you must have the means of evidence translated by a translator who has been sworn in by a District Court. Submit (a copy of) the translation and (a copy of) the means of evidence together with the application form. If you have the means of evidence translated in a foreign country and therefore not by a translator who has been sworn in by a District Court, then you are required to have the translation legalised or to have an apostille stamp/authentication stamp provided by the competent authorities in the country of issue.

Official means of evidence

Official foreign means of evidence must be issued and legalised by the competent authorities of the country that issued the means of evidence. In some countries the document must then also be legalized by the Dutch embassy or the Dutch consulate in the country in question. In 'apostille countries' an apostille, issued by the competent local authorities, is sufficient. If no Dutch embassy or consulate is available in that country, the document must be legalised by the Dutch embassy or consulate responsible for that country. Official foreign means of evidence include, for example, birth certificates and marriage certificates. Having these means of evidence legalised or provided with an apostille stamp can take a long time. You should start several months in advance of submitting your application with having documents legalised or provided with an apostille stamp in the country of origin. For more information about legalisation or apostille requirements for documents per country and any exceptions to these requirements, you can telephone the 'Public Information Service', telephone number 1400. You can also visit the website www.rijksoverheid.nl.

Special facts and circumstances

If you think special facts and circumstances may apply, that have to be considered when assessing your application, you have to provide a written declaration. You have to substantiate this declaration with as many (official) means of evidence as possible.

If you submit special circumstances in the context of Article 3.6ba, first paragraph, of the Aliens Decree, you must only submit these circumstances if this concerns your first application submitted in the Netherlands.

3.1 Start-up entrepreneur

Please enclose the following means of evidence with your application:

- A step-by-step plan that contains information on:
 - your role and tasks in the start-up company (the organisation); You must have an active role. This means that you are not just a shareholder or financier.
 - the activities (steps) that you will take in the first year in order to move from idea to business.
 - the innovative nature of the product or service; why the product or service is innovative. The product or service is innovative if it has at least 1 of the following 3 aspects:
 1. The product or service is new to the Netherlands.
 2. It involves new technology for production, distribution or marketing.
 3. It involves an innovative organisational set-up and working method.Examples include (but are not limited to):
 - activities stimulated within the context of the Top Sectors policy.
 - self-developed new products or services.
 - original approach to energy conservation.
 - original approach to sustainability problems.
 - clever and creative adjustments or combinations for the purpose of cross-sector applications.
 - new product-market combinations.
 - creative or innovative market approach.
 - social innovation.
 - introduction to corporate social responsibility.
- The signed agreement between you and your facilitator. The agreement has been signed by both of you. Your facilitator must be authorised to sign the agreement. The agreement in any case includes information on:
 - the nature of the facilitation. The facilitation must be tailor-made. This means that the facilitator is able to facilitate you to get your idea to a business.
 - the conditions of the agreement. These may not adversely affect or prevent a healthy development of your business. It may not concern a 'unconscionable contract.
 - the facilitator's interest in the start-up company. The facilitator may not have a majority interest in the start-up company.
- Evidence of means of support

If you are (partially) financing the means of support yourself:

- a copy of a Dutch bank account that is in your name or your company's name, showing the balance that is available; or
- a statement from the foreign bank where you have your account, detailing the amount (monthly) which is paid into the account in the Netherlands in your name or your company's name;

If your facilitator is (partially) financing the means of support:

- a contract between you and your facilitator, detailing the financial resources that will be provided to you.

If the means of support are being (partially) financed by a third financier:

- an original statement from the bank that shows the amount that will be paid each month to your personal Dutch bank account, during your period in the Netherlands; or
- an original statement from the financier, which states the monthly amount that will be paid to your personal Dutch bank account during your period in the Netherlands; and
- a copy of your financier's passport; and
- a recent bank statement or bank specification which shows your financier's bank balance.

3.2 Facilitator

With your application you have to enclose evidence on the reliability and expertise of the facilitator.

Please note! If, in the year before you submit your application, the RVO gave a positive recommendation with respect to the facilitator, you need not produce any evidence on the reliability and expertise of the facilitator. In that case, the RVO will assume that the facilitator is reliable and an expert.

If the RVO has not given a positive recommendation before or gave a positive recommendation more than one year ago, enclose with your application:

- As many means of evidence as possible showing the expertise of the facilitator:
 - The facilitator offers you a 'tailor-made' package of facilities. A 'tailor-made' package means that the facilitator is able to facilitate the start-up entrepreneur in developing the idea into a business. This depends on the facilitation required by the start-up entrepreneur. The facilitator may, for example, assist in the business operations, marketing, conducting of research and search for investors in order to set up the innovative company. The agreement between you and your facilitator must include arrangements in this respect.
 - The facilitator is experienced. Experience means at least 2 years' experience with facilitating innovative start-up entrepreneurs. At least 2 persons should be able to facilitate you. They can do this either jointly or alone with an equivalent substitute. You can demonstrate this by means of, for example, a business plan, examples of previously facilitated start-up entrepreneurs, references and CVs. If several persons act as facilitator, information about all facilitators will be required.
- As many means of evidence as possible showing that the facilitator is reliable. The facilitator must be financially sound. In any case, the facilitator has not been granted a moratorium, has not been declared insolvent. He has a healthy solvency and liquidity ratio (no negative shareholders' equity). For the facilitator must support you for at least 1 year. You can demonstrate this by means of, for example, recent financial statements (the RVO can inspect the financial statements of organisations that have a filing obligation with the Chamber of Commerce), agreements with or guarantees by financiers, audit opinions, bank statements and/or substantiated financial prognoses.

4 Biometric information, signature and Antecedents certificate

- You must have your fingerprints and facial image (passport photo) taken to determine your identity. The biometric information is also required to create a residence permit. For the residence permit the IND also needs a signature. See the appendix Fingerprints, passport photo and signature.
- Fill out the Antecedents certificate appendix and submit this appendix together with your application.

5 Details of the start-up entrepreneur

Write in block letters

5.1 V-number (if known)

5.2 Citizen Service Number (if known)

5.3 Name
(as stated in the passport)

Surname

First names

5.4 Sex
 Male
 Female

5.5 Date of birth

Day *Month* *Year*

5.6 Place of birth

5.7 Country of birth
(as stated in the passport)

5.8 Nationality

5.9 Home address *Street*

Number

Postcode

Town

5.10 Telephone number

5.11 E-mail

5.12 Chamber of Commerce
registration number

5.13 Family relationship
Is there a family relationship up to the third degree between the start-up entrepreneur and the facilitator? If this question is answered with 'yes', you cannot qualify for a residence permit for this purpose of residence.

Yes
 No

10 Signing by start-up entrepreneur

Signing this form will bring you rights and obligations. If you do not know what these rights and obligations are, then visit the website www.ind.nl.

- ✓ I declare I have completed this form truthfully.
- ✓ I know that the personal details supplied will be processed in connection with the Aliens Act 2000 and will be passed on to authorities that need these personal details for that purpose.
- ✓ I will pass on any changes to my situation, which will affect my right of residence, without delay to the IND. I am aware that if I do not do this, it may affect my right of residence as foreign national. I know that I may incur an [administrative fine](#).
- ✓ I know what my rights and obligations are.

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

10.2 Name _____

10.3 Place and date *Place* _____

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

10.4 Signature _____

11 Submitting the application and payment

You have collected, copied and enclosed all the means of evidence necessary for the application. Proceed to the appendix: "Submitting and paying for the application (by the foreign national)".

