



Appendix Employer's declaration

Please note! Not completing this employer's declaration truthfully may be considered a crime (such as forgery) and may lead to filing a police report.

One copy must be completed and signed for each employer. The application form states when and of which person(s) you must enclose the employer's declaration with your application.

Please note! The IND may check the correctness of your enclosed wage, work and benefit details with another government agency (for example the Netherlands Employees Insurance Agency or the Tax and Customs Administration).

1 Details of employee

Write in block letters

1.1 V-number (if known)

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1.2 Name (as stated in the passport)
Surname

First names

1.3 Sex
 Male
 Female

1.4 Date of birth
Day *Month* *Year*

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1.5 Place of birth

1.6 Country of birth (as stated in the passport)

1.7 Nationality

1.8 Home address
Street

Number

Postcode

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Town

2 Details of company/institution

Write in block letters

2.1 Name company/institution _____

2.2 Chamber of Commerce number

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2.3 Withholding tax number

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2.4 Visiting address

Street _____

Number _____

Postcode _____

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Town _____

3 Employment details

Write in block letters

3.1 Position of employee _____

3.2 Date of employment

Day	Month	Year

3.3 Nature of the employment

- Permanent employment contract
- Temporary contract
- On-call contract
 - Zero hours contract
 - Contract with minimum-maximum hours
 - On-call contract with preliminary agreement
- Contract with an employment agency
 - ABU Fase A Fase B Fase C
 - NBBU Fase 1 Fase 2 Fase 3 Fase 4

3.4 Is there a provision in the employment contract that wages do not have to continue to be paid if there is no work?

- No
- Yes

3.5 Employment period

> Enter the period (from (date), to (date) below

	Day	Month	Year				
from							

	Day	Month	Year				
to							

3.6 Is there a trial period?

- No
- Yes, until:

	Day	Month	Year				

3.7 Working hours per week

	Hours per week by contract	Hours per week actually

3.8 Gross salary (excluding holiday allowance)

- Per month, or
- Per 4 weeks

All amounts rounded to the nearest full euro

€							
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3.9 Wage for social security purposes (excluding holiday allowance)

- Per month, or
- Per 4 weeks

All amounts rounded to the nearest full euro

€							
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3.10 Net salary (excluding holiday allowance)

- Per month, or
- Per 4 weeks

All amounts rounded to the nearest full euro

€							
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3.11 Holiday allowance

		%
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3.12 Period of residence in the Netherlands (maximum of 3 years)

	Day	Month	Year				
from							

= date of entry

Only for the International Trade Regulation

	Day	Month	Year				
to							

4 Signing by employer

I declare that the above employee is employed by the above company/institution. I have completed this form truthfully.

4.1 Name _____

4.2 Position _____

4.3 Telephone number

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4.4 Place and date *Place*

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

4.5 Signature and stamp of company/institution *Signature*

Stamp of company/institution

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.