



Application for the purpose of stay 'Intra Corporate Transfer' (Directive 2014/66/EU) (sponsor)

Please read the explanatory notes before you start completing the form.

Who is this form for?

You can only use this form if you are a sponsor of an employee (a foreign national) for whom you wish to apply for a residence permit on the basis of work, for the purpose of which it is requirement that the foreign national has a combined permit for residence and work. The sponsor is the employer of the employee. If the foreign national holds an Intra Corporate Transferee residence permit issued by another Member State, use [Application for the purpose of stay 'Intra Corporate Transfer/Mobile ICT' \(Directive 2014/66/EU\) \(sponsor\)](#).

By using this form, you can make an application on behalf of the employee for a combined permit for residence and work with the purpose of stay 'Directive of the Intra Corporate Transfer'. You can also use this form for extension of the validity of the residence permit for this purpose of stay. You must submit the application to the IND. The IND requests advice from the Employee Insurance Agency (UWV). UWV 's advice subsequently forms part of the decision taken on the part of the IND.

How to complete the form

This form consists of a number of appendices. You have to fill in certain appendices which shall depend on the situation the foreign national is in. Do not submit this form until you completed it in full, signed it and until you collected all the required documents and evidence. IND is not able make a proper assessment of your application if it is not complete.

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.

Do you wish to have more information?

Please go to IND's website, www.ind.nl. You can also telephone IND. The telephone number is 088 0430 430 (you pay the usual rate for this information number), which is reachable on working days from 9.00 to 17.00 hrs. If you call from abroad, please dial +31 88 0430 430.



1 What is the situation of the foreign national?

> Please tick the boxes below as appropriate for the situations that apply and follow the instructions provided.

1. A foreign national has his principal residence abroad and he would like a residence permit and the foreign national has the nationality of Australia, Canada, Japan, New Zealand, United States of America, the United Kingdom, South Korea, Monaco or Vatican City.

☐ You wish to submit an application for a regular residence permit. > Continue to 4 'Tuberculosis'

2. The foreign national resides abroad and he has a nationality for which a provisional residence permit (mvv) is required (a nationality other than the nationalities referred to under 1).

A mvv is a visa with which the foreign national can travel into the Netherlands for the purpose of residence for a period of time which is longer than 90 days. A valid mvv may enable the foreign national to obtain a residence permit.

☐ You wish to make an application for a provisional residence permit or mvv and a residence permit (procedure for 'access and residence') > Continue to 2 'Place of collection of regular provisional residence permit and entry date'

3. The foreign national is in possession of a residence permit and wants an extension of the validity of the residence permit.

☐ You wish to submit an application for extension of the validity of the residence permit.
Please note! There is a maximum term of residence. The maximum duration of a transfer to the European Union is not to be any longer than 3 years for managers or specialists and 1 year for trainee employees. Make sure that the IND has received the application for renewal before expiration of the residence permit of the foreign national. It is important to avoid unlawful residence. Do not submit an application for extension of the validity if the residence permit is still valid for more than 3 months. The IND will disregard an application which is submitted earlier than 3 months before the expiration date of the residence permit.
> Continue to 3 'Location where the residence permit is collected'

2 Place of collection of regular provisional residence permit and entry date

The foreign national can collect the mvv at the Dutch embassy or Dutch consulate in the country of origin or country of continuous residence*.

If the foreign national resides in the country of continuous residence, please include with the application:

- a copy of his residence document; or
- a copy of proof that the foreign national has applied for residency in that country and that he is allowed to await that application there.

*The country of continuous residence is the country where the foreign national is allowed to reside because he:

- has a residence permit in that country that is still valid for at least three months; or
- because he has applied to stay in that country and he is allowed to await that application there.

If no Dutch embassy or Dutch consulate is available, then you need to collect the regular provisional residence permit in the nearest country where an embassy or consulate is available.

2.1 Town and Country *Town*

Country

The expected entry date of the foreign national into the Netherlands.

Please note! This is the date of entry of the residence permit. If you do not state a date here, the IND shall use the date after the foreign national collected the mvv as the entry date of the residence permit.

2.2 Expected entry date

Day	Month	Year

3 Location where the residence permit is collected

Please indicate below the IND Desk where the foreign national will collect the residence permit

- | | | | |
|-------------------------------------|---------------------------------|---|-----------------------------------|
| <input type="checkbox"/> Amsterdam | <input type="checkbox"/> Goes | <input type="checkbox"/> 's-Hertogenbosch (Den Bosch) | <input type="checkbox"/> Den Haag |
| <input type="checkbox"/> Maastricht | <input type="checkbox"/> Zwolle | | |

The foreign national can also collect his residence permit at an Expatcenter (NB. Some Expatcenters charge a fee for this service. To collect the residence permit you must make an appointment)

- | | | | |
|-------------------------------------|-------------------------------------|------------------------------------|-----------------------------------|
| <input type="checkbox"/> Amsterdam | <input type="checkbox"/> Den Haag | <input type="checkbox"/> Eindhoven | <input type="checkbox"/> Enschede |
| <input type="checkbox"/> Groningen | <input type="checkbox"/> Maastricht | <input type="checkbox"/> Rotterdam | <input type="checkbox"/> Utrecht |
| <input type="checkbox"/> Wageningen | | | |

4 Tuberculosis

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

> Please tick the applicable situation

- ☐ The foreign national does not need to undergo a TB test because he is applying for extension of the validity of the residence permit.
- ☐ The foreign national does not need to undergo a TB test because he is a national of one of the countries listed in the appendix 'Exemption from the obligation to undergo a tuberculosis (TB) test'.
- ☐ The foreign national has a different nationality and has not yet undergone a TB test in the Netherlands. Then you should complete the 'Declaration of intent to undergo a TB test' appendix and send this together with the application. The foreign national must sign this appendix him/herself.

If the foreign national is in the Netherlands, then an appointment should be made for the test with the Municipal Health Service (GGD) in the area where he/she lives or 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.

5 Means of evidence

You have to collect means of evidence to file the application. The personal situation of the foreign national and the purpose of residence determine what evidence is needed. Please do not submit an application until all of the means of evidence is collected and copied. Please ensure that the copies are of a good quality.

Requirements of foreign means of evidence

It may be so that documentary evidence from abroad may have to be added to this application. The personal situation and the purpose of residence determine which foreign means of evidence has to be added.

Language

All foreign means of evidence must be compiled in Dutch, English, French or German. However, it is preferable for the documents to be set out in Dutch or English. Is this not the case? Please arrange for the translation of the documentary evidence by a translator who has been sworn in by the District Court. Please send the translation and the documentary evidence together with the application to the IND. If you are arranging for the translation abroad and not in the Netherlands by a translator sworn in by the District Court, the translation must be legalized or it must be provided with an apostille stamp from 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.

Please note! In order to qualify for a regular residence permit to practice a profession in the Netherlands for which [BIG registration](#) is required, the foreign national must be registered in the BIG register. It is **not** permitted to work under the orders of a BIG-registered physician without BIG registration.

> *Please tick*

☐ The transfer within a corporation (GVVA - 933)

Please add the following documentary evidence to your application:

- A copy of the passport of the foreign national (only the pages showing the identity details and stamped pages);
- The appendix 'Engagement letter' from the employer as completed, showing the details of the current employment at the employer abroad, the transfer and the details of the position at the Dutch employer;
- The appendix 'Declaration of intent to undergo a TB test' as completed;
- The appendix 'Antecedents certificate as completed by the foreign national';
- The appendix 'Declaration by sponsor (employment)' as completed and signed;
- Proof of registration with the Chamber of Commerce, not older than three months, or fill in the Chamber of Commerce registration number at 7.7 in this application form;
- Proof of an own address where economic activities are performed, such as a lease or deed of purchase;
- An anonymised payroll records of all employees showing that at least one FTE was already employed by the Dutch employer before the foreign national's arrival;
- A declaration of compliance with fiscal obligations (Verklaring betalingsgedrag nakoming fiscale verplichtingen) not older than three months;
- The Curriculum Vitae of the foreign national showing what training courses he has completed and - if applicable - the working experience of the foreign national.

Upon the performance of a regulated profession, please add the following to the application:

- Proof of acknowledgement of the professional qualifications.

In the event that the foreign national is a trainee employee, please add the following to the application:

- Diplomas and degree certificates; a copy of a Master's Degree if applicable;
- A trainee agreement. The aforesaid relates to the preparation of the prospective position within the company or the group of companies, together with a description of the trainee programme.

The description shows:

- that the aim of the residence is to provide training to the trainee employee to develop a career or to provide training in relation to techniques and methods of the corporation.
- the duration of the agreement;
- the way in which supervision of the trainee employee is carried out during the transfer.

☐ **Extension of the validity of a residence permit “Intra Corporate Transfer” (GVVA- 933)**

> *Please add the following documentary evidence to your application:*

- The appendix ‘Engagement letter’ from the employer as completed, showing the details of the current employment at the employer abroad, the transfer and the details of the position at the Dutch employer;
- Evidence that the salary is in line with the market. This is the case if it meets the salary criterion for highly qualified third-country workers.

Declaration of Circumstances

> *Please tick the applicable situation(s).*

This relates to changes that may affect the right of residence. Always enclose means of evidence together with your application.

- ☐ Since the current residence permit was issued, there have been no changed facts or circumstances that might affect the right of residence; or
- ☐ Since the current residence permit was issued, there have been changes to the facts and circumstances that might affect your right of residence, namely:
 - ☐ The foreign national works for another employer.
 - ☐ The foreign national has changed positions.
 - ☐ Other, namely:

6 Biometric information, signature and Antecedents certificate

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

7 Details from the sponsor (employer)

Write in block letters

7.1	Name of company	<hr/>														
7.2	Name of contact	<hr/>														
7.3	Postal address (the registered office of the company)	Street	Number													
		<hr/>														
		<hr/>														
		P.O. box (if applicable)														
		<hr/>														
		Postcode														
		<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>														
		Town														
		<hr/>														
7.4	Telephone	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>														
7.5	E-mail	<hr/>														
7.6	Website	<hr/>														
7.7	Registration number of the Chamber of Commerce	<input type="checkbox"/> Yes	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>													
		<input type="checkbox"/> No, (please explain)														
		<hr/>														
7.8	The type of business	<hr/>														
7.9	What is the relationship between the foreign employer and the Dutch employer (host entity)?	<hr/>														
7.10	The total number of staff permanently employed	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>														
7.11	Employer Tax ID	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>														

8 Details of the authorized representative (if applicable) *Write in block letters*

Please send an authorization if you do not work at the aforesaid company.

8.1	Name of company	<hr/>											
8.2	Name of authorized representative	<hr/>											
8.3	Name of contact	<hr/>											
8.4	Postal address	<i>Street</i>	<i>Number</i>										
		<hr/>	<hr/>										
		<hr/>											
		<i>P.O. box (if applicable)</i>											
		<hr/>											
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		<i>Town</i>											
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8.5	Telephone number	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>											
8.6	E-mail	<hr/>											
8.7	Website	<hr/>											

9 Details of the foreign national (the employee) *Write in block letters*

9.1	V-number (if known)	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																	
9.2	Citizen Service Number (if known)	<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																	
9.3	Name (as stated in the passport)	<i>Surname</i>																	
		<hr/>																	
		<i>First names</i>																	
		<hr/>																	
9.4	Seks	<input type="checkbox"/> Male <input type="checkbox"/> Female																	
9.5	Date of birth	<i>Day</i>	<i>Month</i> <i>Year</i>																
		<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>									<table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>								
9.6	Place of birth	<hr/>																	
9.7	Country of birth (as stated in the passport)	<hr/>																	

9.8

Nationality

9.9

Civil status

☐unmarried (single or living together)

☐married

☐registered partnership

☐divorced

☐widow/widower

9.10

Passport details

Number

Country

Valid from

Day

Month

Year

to

Day

Month

Year

9.11

(prospective) Residential address

Street

Number

Postcode

Town

Country

9.12

Telephone number

9.13

E-mail

9.14

Educational background

11 Signature

If you sign this form you have rights and obligations. If you are not aware of your rights and obligations, please go to www.ind.nl.

- ✓ I declare that I have truthfully completed this form.
- ✓ I am aware of the fact that the personal details as provided will be processed within the context of the implementation of the Aliens Act 2000 and these details are being passed on to the institutions that need these details for such a purpose.
- ✓ I shall provide the IND immediately with information on any alterations of my situation which have consequences for my position as a sponsor for the residency rights of the foreign national. I am aware of the fact that if I fail to do the same, this may affect my position as a sponsor in relation to the residency rights of the foreign national. I am aware of the fact that I may be subject to an administrative fine.
- ✓ I am aware of my rights and obligations.
- ✓ I know what my rights and obligations are.
- ✓ I have enclosed the signed appendix 'Declaration by sponsor'.

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

11.1 Name

11.2 Place and date

Place

Day

Month

Year

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11.3 Signature

12 Submitting the application and payment

You have gathered together all the means of evidence necessary for the application.
Proceed to the appendix: "Submitting and paying for the application (by the sponsor)".



Appendix Exemption from the obligation to undergo a tuberculosis (TB) test

Valid from 30 May 2025

Do not enclose this appendix with the form!

If you have the nationality of one of the countries on this list, you do not have to undergo a tuberculosis (TB) test.

Albania	Greece	Palau
Algeria	Grenada	Panama
Andorra	Guatemala	Paraguay
Antigua and Barbuda	Guyana	Poland
Argentina	Honduras	Portugal
Armenia	Hungary	Qatar
Australia	Iceland	Romania
Austria	Iran	Russia
Azerbaijan	Iraq	Rwanda
Bahamas	Ireland	Samoa
Bahrain	Israel	San Marino
Barbados	Italy	Saudi Arabia
Belarus	Jamaica	Serbia
Belgium	Japan	Seychelles
Belize	Yemen	Singapore
Benin	Jordan	Slovakia
Bosnia and Herzegovina	Kazakhstan	Slovenia
Brazil	Kosovo	Solomon Islands
Brunei	Kuwait	South-Korea
Bulgaria	Latvia	Spain
Burkina Faso	Lebanon	Sri Lanka
Burundi	Libya	St Kitts & Nevis
Cape Verde	Liechtenstein	St Lucia
Canada	Lithuania	St Vincent and the Grenadines
Chile	Luxembourg	Suriname
China (including Hong Kong and Macau)	Maldives	Sweden
Colombia	Mali	Switzerland
Comoros	Malta	Syria
Costa Rica	Mauritania	Tadjikistan
Croatia	Mauritius	Taiwan
Cuba	Mexico	Togo
Cyprus	Micronesia	Tonga
Czech Republic	Moldova	Trinidad and Tobago
Denmark	Monaco	Tunisia
Dominica	Montenegro	Turkey
Dominican Republic	Morocco	Turkmenistan
Ecuador	Netherlands	Ukraine
Egypt	New Zealand	United Arab Emirates
El Salvador	Nicaragua	United Kingdom
Estonia	Niger	United States of America
Fiji	Niue	Uruguay
Finland	North-Macedonia	Uzbekistan
France	Norway	Vanuatu
Georgia	Oman	Venezuela
Germany		



