



## Application

for a temporary regular residence permit without a regular provisional residence permit (mvv) or a change of purpose of stay

### More information

For more information on the application procedure please contact the IND Caribbean Netherlands Unit of the public body to which you submitted the application.

This is a document from the Immigration and Naturalisation Service (IND)

## Clarification

### The purpose of this form

You can use this form to submit an application for a Temporary Regular Residence Permit while not having to have a valid MVV or an application to change the purpose of stay of your current residence permit for a fixed period. You must complete a separate form for each applicant.

### What happens to your application?

Once you have submitted your application in person to one of the offices of the IND Caribbean Netherlands Unit (see opposite for the addresses) and your application is complete, a start will be made with the processing of your application. You will receive a written notification when a decision has been taken on your application. If your application is incomplete, it will not be possible to assess it.

*NB.* If it becomes evident that you do not meet the conditions that apply to the residence permit for which you have requested a change, the IND-unit Caribbean Netherlands will assess whether you qualify for an extension of your current residence permit.

### Visitor addresses of the offices of the IND Caribbean Netherlands Unit

#### Bonaire:

Kaya Alm. P. Luis Brion 12 Kralendijk  
Telephone +599-7158330

#### Sint Eustatius:

Mazinga complex, Oranjestraat  
Telephone +599-3183370/71  
Fax +599-3183373

#### Saba:

Gebouw "Antique Inn", the Bottom  
Telephone +599-4163934  
Fax +599-4163936

If you have any questions, you can contact one of the above offices during office hours. You can also call during office hours to make an appointment to submit the application. More information can be found on the website [www.rijksdienstcn.com](http://www.rijksdienstcn.com).

### Annexes to this form

- List of required documents
- Model declarations:
  - MBES22 Declaration of Intent and Referral Request for Tuberculosis Test
  - MBES23 Relationship Declaration
  - MBES24 Declaration on the civil status of a minor > 15 years
  - MBES25 Permission statement for the departure abroad
  - MBES26 Guarantee
  - MBES27 Awareness statement on the right to temporary residence
  - MBES28 Guarantee from an educational institution
  - MBES29 Employer's Declaration

# 1 Details of the sponsor

You are the person or organisation with whom the foreign national wants to stay, or that will act as employer. The sponsor is the person or organisation that funds the foreign national's stay in the public bodies.

➤ *Only complete if the sponsor is a natural person*

1.1 Surname

1.2 First names

1.3 Gender  male  female

1.4 Date of birth  
Day month year

1.5 Place of birth

1.6 Country of birth

1.7 Nationality

1.8 Marital status

1.9 Address

1.10 Public body

1.11 Telephone number

1.12 Fax

1.13 E-mail

1.14 CRIB No.

➤ *Complete if the sponsor is an organisation or a legal entity*

1.15 Name of organisation/  
legal entity

1.16 Address

1.17 Public body

1.18 Telephone number

1.19 Fax

1.20 Chamber of Commerce No.

1.21 Contact person

1.22 E-mail

1.23 CRIB No.

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## 2 Details of the foreign national (the applicant)

2.1 Surname

2.2 First names

2.3 Gender  male  female

2.4 Date of birth  
Day  month  year

2.5 Place of birth

2.6 Country of birth

2.7 Nationality

2.8 Address abroad

2.9 Telephone number

2.10 Passport number

2.11 Place of issue

2.12 Date of issue  
Day  month  year

2.13 Valid until  
Day  month  year

## 3 Exemption from MVV obligation and exceptional situations

➤ Indicate below the situation which applies most to you. If your situation is not referred to below, you probably need an MVV. You usually need a Regular Provisional Residence Permit (MVV) before you can apply for a Temporary Regular Residence Permit. You apply for an MVV in the country in which you are in long-term residence. This is your country of origin or the country in which you are permitted to stay for longer than 3 months on the grounds of a residence permit. A valid MVV allows you to enter the public bodies and apply for a residence permit for the same purpose of stay. In some cases no MVV is required. These situations are referred to and clarified below. You should first read about all the situations.

Always enclose declarations and items of evidence. You must always inform the IND Caribbean Netherlands Unit immediately about changes in your personal situation or the situation of those with whom you are staying, which relate to your right of residence.

- I have a valid Temporary Regular Residence Permit  
➤ Enclose a copy of the front and back of your residence document
- I have a nationality for which no MVV is required
- The period of validity of my residence permit has ended and less than six months have passed since that moment
- I cannot apply for a MVV in my country of origin for health reasons
- I am applying for a residence permit for readmission
- I was born in the public bodies, am 12 years or younger and have not changed my main residence to a country outside the Netherlands
- I am a victim or a witness-informer of trafficking in human beings
- I am a minor child and have actually resided in the public bodies for at least three years  
You do not need an MVV if you:  
- - are a minor;  
- have actually resided in the public bodies for at least three years;  
- attend school; and  
- intend to stay with a legally resident parent.
- I want to stay with a family member who has submitted an application for protection
- I cannot leave the public bodies because that would be contrary to Article 8 of the European Convention on Human Rights
- Other, namely:



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## 7 Criminal record declaration

➤ Indicate below the situation which applies to you. You only have to complete this declaration if you (the applicant) are aged 12 or older. If you do not fill in this criminal record declaration truthfully, this can have consequences relating to the right of residence.

- I hereby declare that:
- I have never been given a prison sentence or a measure for the deprivation of liberty due to having committed a crime;
  - I have never been sentenced to carry out unpaid charity work or community service due to having committed a crime;
  - I have never been given an unconditional fine due to having committed a crime;
  - I have never accepted the offer of an out-of-court settlement due to having committed a crime;
  - I have never been issued with a punishment order due to having committed a crime;
  - I am not currently the subject of criminal proceedings due to having committed a crime;
  - I have never been responsible for one of the following categories of actions as referred to in Article 1F of the Convention on Refugees [Vluchtelingenverdrag] of 1951: a crime against peace, a war crime, a crime against humanity, a serious non-political crime (for example murder or terrorism), or actions which contravene the objectives and principles of the United Nations (for example terrorist activities); and
  - I understand that a conviction due to having committed a crime can lead to a residency refusal or termination.
- For the following reasons I am unable to declare the above:

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## 8 Tuberculosis (TB) (not applicable in the event of a change in the purpose of stay)

➤ Indicate below the situation which applies to you. If you want a residence permit, you must undergo an examination into and, if necessary, treatment for tuberculosis. If you are applying for a residence permit for the first time, the TB test referrals form must be used to demonstrate that you have been examined. Some nationalities are exempted from this. Indicate below which situation applies to you. If, as a foster child or adopted child, you have successfully undergone a TB test in the country of origin and this is demonstrated through the submission of a recent medical certificate, you will not have to undergo a TB test.

- I do not need to undergo a TB test because I have the nationality of one of the following countries: Australia, Canada, Israel, Japan, Monaco, New Zealand, Suriname, the United States of America, Switzerland, EEA countries and EU countries.
- I do not need to undergo a TB test because I was born in the public bodies.
- I have a different nationality and:
- I have already undergone a TB test in the public bodies.
    - Enclose an original recent TB test referrals form with the application. This form is proof that you have undergone a TB test and must not be older than 6 months.
  - I have not yet undergone a TB test in the public bodies.
    - Enclose a signed TB test declaration of intent with the application which shows that you are prepared to undergo a TB test. Use the TB test declaration of intent annex. You will then need to make an appointment for the test. You can do so by contacting the Area Health Authority (GGD) in the public body in which you want to stay. Use the TB test referrals form annex.

The following countries belong to the European Union (EU): Belgium, Bulgaria, Cyprus (the Greek part), Denmark, Germany, Estonia, Finland, France, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Austria, Poland, Portugal, Romania, Slovenia, Slovakia, Spain, the Czech Republic, the United Kingdom and Sweden.

The following countries belong to the European Economic Area (EEA): Lichtenstein, Norway and Iceland

## 9 Medical expenses declaration

9.1 Insured for medical expenses

yes  no

9.2 Name and address of the insurance company

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9.3 Policy number

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## 10 Signature by the foreign national (the applicant)

I have filled in this form truthfully. I understand that, if this declaration does not have a truthful basis, this will be tantamount to a criminal offence which may have consequences relating to the right of residence as regards granting a residence permit, or as regards a residence permit that has already been granted.

Day            month            year  
|    |    |    |    |    |    |    |    |

10.1 Date

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10.2 At

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10.3 Public body

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10.4 Signature of the applicant

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*This form must be signed by the party in question himself or by his legal representative.  
Minor children who have reached the age of 12 must sign this form themselves.*

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## List of required documents

\* Depending on the country, the deed must be legalised by the Dutch embassy in the country of origin or bear an apostille stamp. If the deed has been drawn up in a language other than Dutch or English, a translation of the deed must also be enclosed which has been made by a sworn interpreter/translator who is registered with a Dutch court.

NB! A legalised birth certificate or a birth certificate bearing an apostille is required for registration in the personal records database.

### Family formation/Family reunification

#### Marriage and registered partnership

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- a copy of a valid proof of nationality of the sponsor;
- \* the legalised marriage certificate or deed of registered partnership;
- an excerpt from the personal records database which states the address and the family composition of the sponsor;
- proof of self employment, sustainable and sufficient financial resources (MBES29);
- proof of the principal person's legal residence;
- proof of TB test (MBES22);
- (if 12 years of age or older) a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

#### Relationship

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- a copy of a valid proof of nationality of the sponsor;
- \* a legalised declaration of single status from the country of origin of the foreign national;
- \* a legalised declaration of single status (from the country of origin) of the sponsor;
- a Relationship Declaration (MBES23);
- a guarantee (MBES26);
- an excerpt from the personal records database which states the address and the family composition of the sponsor;
- proof of self employment, sustainable and sufficient financial resources (MBES29);
- proof of the principal person's legal residence;
- proof of TB test (MBES22);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

#### Minor children

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- a copy of a valid document which satisfactorily establishes the nationality of the sponsor;
- \* a copy of a legalised birth certificate or, if the birth certificate does not demonstrate the family law relationship between the foreign national and sponsor, other documents relating to that family law relationship;
- an excerpt from the personal records database which states the address and the family composition of the sponsor;
- \* legalised documents which demonstrate legal custody;
- declaration of civil status (> 15 years) (MBES24);
- in the event of shared custody: a permission statement and a copy of the identity document of the parent staying behind (MBES25);
- proof of self employment, sustainable and sufficient financial resources (MBES29);
- proof of the principal person's legal residence;
- proof of TB test (MBES22);
- (from 12 years) a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

#### Extended family reunification

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- a copy of a valid document which satisfactorily establishes the nationality of the sponsor;
- \* a copy of a legalised deed which shows that the foreign national is single; in that context this could take the form of a spouse's death certificate or a divorce certificate;
- \* a legalised deed which states the number of children of the foreign national; in that case this can take the form of an excerpt from the register of births;
- \* documents which demonstrate the family law relationship to the children living in the public bodies (blood relationship);
- proof of self employment, sustainable and sufficient financial resources (MBES29);
- a guarantee (MBES26);
- proof of the sponsor's legal residence;
- proof of TB test (MBES22);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

### Adoption and foreign foster children

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- an excerpt from the personal records database which shows from when the foreign national was registered in the public bodies;
- proof of self employment, sustainable and sufficient financial resources of the prospective foster parents (MBES29);
- a guarantee (MBES26);
- proof of the prospective foster parents' legal residence;
- proof of TB test (MBES22);
- details from the Guardianship Board which show that the foster child's stay is approved;
- a declaration of consent by the parents or legal representatives or by the authorities of the country of origin that they approve the foster child's stay in the family of the prospective foster parents;
- documents which show that the prospective foster parents have custody of the foster child;
- a written explanation of the special circumstances of the child or that of the family members in the country of origin, which shows that the child cannot be cared for by family members in the country of origin, or that such care would be problematic;
- documents which show the family relationship between the foster child and the prospective foster parents;
- (if 12 years of age or older) a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

### Study

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- proof of self employment, sustainable and sufficient financial resources; Namely:
  1. a declaration by a bank that, every month, an amount which is at least equal to USD 559 + 1/12 part of the payable (tuition) fees, will be transferred to a (foreign) bank account in the name of the foreign national; or
  2. a declaration by a bank that an amount is available in a (foreign) bank account in the name of the foreign national which is at least equal to USD 559 x 12 months (or so much less as the number of months that the intended studies in the public bodies are going to last) + the payable (tuition) fees; and
  3. in the event of funding by a person or institution/organisation established in the public bodies: the enclosed guarantee (MBES26) must be filled in completely and signed by the local sponsor (the person or institution/organisation that funds the studies), together with evidence from the Tax Authorities relating to the set taxable income of the sponsor and any spouse or (registered) partner.
- a declaration, issued by the Executive Board or the competent authority of an educational institution for full-time high education established in the public bodies, which shows that the foreign national is (provisionally) registered there for a full-time higher education course of studies;
- an awareness statement on the right to temporary residence (MBES27);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months);
- proof of TB test (MBES22);
- proof of health insurance;
- a written guarantee (MBES28) signed by the educational institution.

### Paid employment (foreign employees who require a work permit (TWV), foreign employees who do not require a TWV, trainees and apprentices, a stay during the free period during which no residence permit is required, service providers)

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- a valid TWV or TWV application (if required);
- a recently completed and signed Employer's Declaration (MBES29) and a copy of the employer's passport;
- a recent declaration by the Tax Inspectorate confirming a set taxable income of at least USD 20,112 (if the employer is a one-man business);
- a copy of the employer's business permit (if the employer is a legal entity);
- an excerpt from the Chamber of Commerce, not older than 6 months;
- a guarantee (MBES26);
- proof of TB test (MBES22);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

*The following applies additionally to apprentices and trainees:*

- proof of health insurance.

### Paid employment as company representative on the grounds of the Dutch-American Friendship Treaty

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality;
- a copy of the contract of employment;
- a completed and signed Employer's Declaration (MBES29) not older than 3 months
- a copy of the employer's passport;
- items of evidence that the foreign national works as a company representative;
- if required: a copy of the work permit (TWV) (application);
- proof of the principal person's legal residence;
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

### Self-employed person

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- a business permit and/or corporate permit, issued by the Executive Council (only in the case of companies);
- an excerpt from the trade register from the Chamber of Commerce;
- the company's crib number;
- a letter of reference from the bank;
- the annual accounts of the last financial year, consisting of the balance sheet and profit and loss account (in the case of an existing company);
- a declaration by the Tax Authorities which shows that income tax and/or corporation tax returns have been submitted (in the case of an existing company);
- proof of TB test (MBES22);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

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## Work as a self-employed person on the grounds of the Dutch-American Friendship Treaty

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality;
- a recent and original copy of the entry of the business/company in the trade register of the Chamber of Commerce;
- items of evidence demonstrating the type of company;
- items of evidence demonstrating that the foreign national has invested considerable capital in his business or company;
- proof of the principal person's legal residence;
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

## Pensioners and people of independent means

*Regular pensioners and people of independent means*

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- proof of self employment, sustainable and sufficient financial resources; Namely:
  1. In the case of people of independent means: a declaration by a bank which states the amount of the balance of the bank account(s) in the name of the applicant; and
  2. In the case of people of independent means: a declaration by a local accountant or firm of accountants which states the amount of the last gross annual income of the applicant and the amount of the applicant's capital; and
  3. In the case of pensioners: a declaration or letter from the pension fund which shows the amount and term of the pension benefit received; and
  4. In the case of pensioners: documents concerning financial resources other than from a pension; and
  5. In the case of people of independent means and pensioners: a declaration by the Tax Authorities which shows that the payable premiums and tax have been paid on the income;
- a title deed relating to a home with a value of at least USD 250,000 in the public bodies (notarial deed);
- proof of TB test (MBES22);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

*People who overwinter*

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- proof of self employment, sustainable and sufficient financial resources; Namely:
  1. a declaration or letter from the pension fund which shows the amount and term of the pension benefit received; or
  2. documents concerning financial resources other than from a pension.
- proof of TB test (MBES22);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

## Investors

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- \* if married: a copy (not older than 6 months) of the marriage certificate, legalised or bearing an apostille;
- \* a copy (not older than 6 months) or the birth certificate of each family member, legalised or bearing an apostille;
- an awareness statement on the right to temporary residence (MBES27);
- a bank reference (not older than 3 months) from two banks, of which one must be from the country of origin;
- a bank declaration by local banks, in the public body in which the foreign national is staying, in which the bank declares that the foreign national has the intention and resources to make a commercial investment and/or purchase real estate. This intention must be realised within 18 months. The total value is at least USD 365,000.00;
- proof of TB test (MBES22);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

## Volunteers

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- a valid TWV for the performance of voluntary work;
- proof of TB test (MBES22);
- an agreement between the foreign national and an organisation which shows what kind of voluntary work the foreign national wants to perform, where and for which period;
- a guarantee (MBES26);
- an awareness statement on the right to temporary residence (MBES27);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

## Readmission

*Former Dutch nationals who were born and raised in the public bodies*

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- an excerpt from the personal records database which shows during which period the foreign national lived as a Dutch national in the public bodies;
- proof of self employment, sustainable and sufficient financial resources (MBES29);
- proof of TB test (MBES22);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

*Former Dutch nationals who were born and raised outside the public bodies*

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- proof of self employment, sustainable and sufficient financial resources (MBES29);
- details and documents relating to the term and nature of the previous stay in the public bodies;
- details concerning the special links with the public bodies which may be grounds for a stay in the public bodies;
- proof of TB test (MBES22);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

*Former Dutch nationals (Article 15, paragraph 1, introduction and under d or f, of the Netherlands Nationality Act [Rijkswet op het Nederlanderschap] (RWN)*

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- details and documents relating to the term and nature of the previous stay in the public bodies;
- a copy of the notification of naturalisation or parental application for Dutch nationality;
- letters in which the Minister points out the foreign national's obligation to relinquish his original nationality/nationalities;
- a copy of the decision to retract Dutch citizenship;
- an excerpt from the personal records database which shows the period during which the foreign national was registered in the public bodies;
- proof of self employment, sustainable and sufficient financial resources (MBES29);
- proof of TB test (MBES22);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

*Former Dutch nationals (Article 15, paragraph 1, introduction under b, of the RWN)*

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- details and documents relating to the term and nature of the previous stay in the public bodies;
- a copy of the notification of naturalisation or parental application for Dutch nationality;
- letters in which the Minister points out the foreign national's obligation to relinquish his original nationality/nationalities;
- an excerpt from the personal records database which states the date on which the Dutch nationality was relinquished;
- proof of self employment, sustainable and sufficient financial resources (MBES29);
- proof of TB test (MBES22);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

*A residence permit in anticipation of a request ex Article 17 of the RWN*

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- proof of self employment, sustainable and sufficient financial resources (MBES29);
- a full copy of the request ex Article 17 of the RWN;
- proof of TB test (MBES22);
- a certificate of good conduct, issued by a competent authority in the country of origin (not older than 3 months).

**Continued residence***Continued residence after residence as a minor within the framework of family reunification*

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- an excerpt from the personal records database which shows the date since which the foreign national has been registered in the public bodies;
- proof of self employment, sustainable and sufficient financial resources (MBES29);
- if applicable: proof of the principal person's legal residence;
- a certificate of good conduct, issued by a competent authority in the public body of residence (not older than 3 months).

*Continued residence for the other family members*

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- an excerpt from the personal records database which shows the date since which the foreign national has been registered in the public bodies;
- proof of self employment, sustainable and sufficient financial resources (MBES29);
- proof of the principal person's legal residence;
- if applicable: proof of the principal person's death;
- (if 12 years of age or older) a certificate of good conduct, issued by a competent authority in the public body of residence (not older than 3 months).

*Continued residence after death of (marital) partner*

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- an excerpt from the personal records database which shows the date since which the foreign national has been registered in the public bodies;
- proof of self employment, sustainable and sufficient financial resources (MBES29);
- proof of the principal person's legal residence;
- proof of the principal person's death;
- a certificate of good conduct, issued by a competent authority in the public body of residence (not older than 3 months).

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## *Continued residence in the event of special circumstances*

- a completed and signed application form;
- a copy of a valid document which satisfactorily establishes nationality, accompanied as necessary by a valid MVV issued for the purpose of stay applied for;
- an excerpt from the personal records database which shows the date since which the foreign national has been registered in the public bodies;
- proof of self employment, sustainable and sufficient financial resources (MBES29);
- if applicable: proof of the principal person's legal residence;
- declaration clarifying the special circumstances. This declaration may also be drawn up by an authorised representative or health professional on behalf of the party concerned.
- deeds which provide evidence of the special special circumstances. If these deeds come from abroad, they must be legalised by the institutions in the country that have issued the deed and by the Dutch representation in the country that issued the deed. Deeds must be drawn up in Dutch or English. If this is not the case, the deed must be translated. The translation must be made by a reliable translator. If the translation is made in the country in which the deed is issued, the translation must also be legalised.
- domestic violence as referred to in 5.1 under d is demonstrated by:
  - details from the police (for example an official report or a serious notification to the police); and
  - a declaration by a medical counsellor/doctor or another health professional (for example an emergency relief centre; or
  - other details, in so far as these are objective and from a reliable source;
- a certificate of good conduct, issued by a competent authority in the public body of residence (not older than 3 months).

## **Victim or witness-informer of trafficking in human beings**

- a completed and signed application form;
- if applicable: a copy of a valid document which satisfactorily establishes nationality
- proof of TB test (MBES22);
- a certificate of good conduct, issued by a competent authority in the public body of residence (not older than 3 months).

## **Other**

- a letter in which you indicate why you are applying for a residence permit;
- as many items of evidence and documents as possible relating to the special circumstances of your application. If staff at the IND Caribbean Netherlands Unit have any questions, you will be sent a separate letter after you have submitted this form.

**NB!** If you have enclosed a copy of a document with the application, you will be asked at the office to produce the original document. This is necessary in order to be able to check the authenticity of the original document. You must always be able to produce the original document.