

Authorisation for Lodging Application Form

Are you moving in with someone else? In that case you need authorisation from the primary resident and the owner of the residence. With this authorisation you can register with the city at your new address.

Personal information

Surname
(family name)

First names

Date of birth

Place of birth

Citizen service number
(Burgerservicenummer)

Phone number

Email address

Current address

Do you have a current/old Dutch address? Yes No

If yes, what is your current/old Dutch address?

Address

Postal code

City

Are people staying behind at this address? Yes No

If so, who is staying behind at this address?

New address

What is the Dutch address to which you are moving?

Address

Postal code

City

Starting date at new address

Will you live at this address temporarily or permanently? Temporarily Permanently

Why are you moving to this address?

What is your relationship to the primary resident and/or owner of the residence?

Do you have minors moving house with you?

Yes

No

If so, provide their names and dates of birth.

Surname

First names

Date of birth

Surname

First names

Date of birth

Attachments

Send the following documents to the city along with your application:

- A copy of a valid form of identification or residence permit for yourself and the primary resident or owner of the residence
- A copy of the primary resident's purchase deed or rental agreement for the residence
- Authorisation from the legal guardian for a minor applicant (till 16 years of age)

Do you need permission from a housing association (see page 3)?

If so, submit to the association a landlord's statement provided by the landlord at your previous residence.

I hereby declare that the information given in this form is true, complete and accurate.

In signing this form you give permission to research your accommodation history. The screening process includes nuisance problems and not paying rent. The result of this screening might result in denial of your application. The application will always be denied if the maximum number of residents allowed at an address is exceeded.

Place

Signature

Date

Authorisation statement

This section should be completed by the primary resident.

Surname
(family name)

First names

Date of birth

Place of birth

Citizen service number
(Burgerservicenummer)

Phone number

Email address

As primary resident, I hereby give permission to the individual listed above to live at my address. I give permission for this individual to register at my address in the city's personal records database (Basisregistratie Personen). I also assert that the application will not lead to subletting or subleasing. I will inform the municipality as soon as possible after the living situation of the person mentioned above changes if he/she fails to notify the municipality of that him/herself.

As primary resident I am responsible for any nuisance caused by the lodger. I am also aware of the consequences the lodging can have for my rent subsidy, welfare and taxes.

Place

Signature

Date

If this declaration is a misrepresentation of the actual situation, you risk incurring an administrative fine based on article 4.17b of the Basic Registration of Persons Act. A false registration can have an adverse effect on various allowances, parking permits etc.

Authorisation by owner

Is it a rental property and the primary resident is not the owner? Then authorisation is needed from the owner (private owner or housing association).

As owner of the residence I hereby give permission to the individual listed above to live at the address listed above.

Name

Housing association

Place

Date

Signature

Housing association official stamp

You can use this completed and signed form to inform the municipality of your change of address.