

# Registering a move abroad

With this form you can register a move abroad.

Entry fields with an \* are obliged.

Please attach copies of a valid identity document of all persons who have to sign the form.

## For whom do you want to register the move?\*

- For myself (go to 1)
- For someone else (go to 2)

## 1. You want to register your move

### When are you going to move?\*

Date of move \_\_\_\_\_

### Do you live alone at your current address in Leiden?\*

- Yes
- No

### If your answer is 'no', which situation applies to you?\*

*Are not all family members moving abroad? Then the family members who do move must visit the municipality. Make an [appointment](#) or contact the municipality of Leiden via 14071.*

- I leave with my complete family
- Some family members will stay at the current address

*Does someone else move with you? For example a friend with whom you live together? In that case he or she should register the move him/herself.*

*Children who will move to this new address can only be registered by one of both parents.*

### **Your personal data\***

Firstname\* \_\_\_\_\_  
Surname\* \_\_\_\_\_  
Citizen service nr. (BSN)\* \_\_\_\_\_  
Date of birth\* \_\_\_\_\_  
Telephone number \_\_\_\_\_  
Email address\* \_\_\_\_\_

### **The current address from which you move?\***

Street name and house nr. \_\_\_\_\_  
Postal code \_\_\_\_\_  
Town Leiden

### **What will be your new address abroad?\***

*When you are in doubt about the notation of a foreign address? You can find the correct notation of an address for any country in the world at the website [\*\*Universal Postal Union.\*\*](#)*

Street name en house nr. \_\_\_\_\_  
Postal code \_\_\_\_\_  
Town \_\_\_\_\_  
Country\* \_\_\_\_\_

## 2. You want to register a move for someone else

### When is this person going to move?\*

Date of move \_\_\_\_\_

### What is your relationship to this person?\*

- I am a curator
- I am a parent, custodian or legal guardian of a child or children under the age of 16

### Who is going to move? Data of this person\*

First name\* \_\_\_\_\_

Surname\* \_\_\_\_\_

Citizen Security nr. (BSN)\* \_\_\_\_\_

Date of birth\* \_\_\_\_\_

Telephone number \_\_\_\_\_

Email address\* \_\_\_\_\_

### The current address from which this person moves?\*

Street name en house nr.\* \_\_\_\_\_

Postal code\* \_\_\_\_\_

Town Leiden

### What will be the new address abroad?\*

*When you are in doubt about the notation of a foreign address? You can find the correct notation of an address for any country in the world at the website [\*\*Universal Postal Union.\*\*](#)*

Street name en house nr. \_\_\_\_\_

Postal code \_\_\_\_\_

Town \_\_\_\_\_

Country\* \_\_\_\_\_

## **Will other co-residents (such as your partner or children) move to the new address abroad?\***

*In case there is we need more information about the other person(s) moving to the new address abroad.*

- Yes  
 No

## **3. Fill in the personal details of co-resident(s) who will move to the new address**

The following family members will move tot he new address:

*Fil in details of your spouse, registered partner and/or children.*

First name\* \_\_\_\_\_

Surname\* \_\_\_\_\_

Citizen Service nr. (BSN)\* \_\_\_\_\_

Date of birth\* \_\_\_\_\_

First name\* \_\_\_\_\_

Surname\* \_\_\_\_\_

Citizen Service nr. (BSN)\* \_\_\_\_\_

Date of birth\* \_\_\_\_\_

First name\* \_\_\_\_\_

Surname\* \_\_\_\_\_

Citizen Service nr. (BSN)\* \_\_\_\_\_

Date of birth\* \_\_\_\_\_

First name\* \_\_\_\_\_

Surname\* \_\_\_\_\_

Citizen Service nr. (BSN)\* \_\_\_\_\_

Date of birth\* \_\_\_\_\_

First name\* \_\_\_\_\_

Surname\* \_\_\_\_\_

Citizen Service nr. (BSN)\* \_\_\_\_\_

Date of birth\* \_\_\_\_\_

## Which adult(s) moves/move to the new address abroad?

### Details of this/these person(s)\*

The following adult(s) move to the new address.

*These persons have to sign the form underneath 'Signature other adults'*

First name\* \_\_\_\_\_

Surname\* \_\_\_\_\_

Citizen Service nr. (BSN)\* \_\_\_\_\_

Date of birth\* \_\_\_\_\_

First name\* \_\_\_\_\_

Surname\* \_\_\_\_\_

Citizen Service nr. (BSN)\* \_\_\_\_\_

Date of birth\* \_\_\_\_\_

## Please check

- Check if all fields are filled in correctly, if all details are correct and all documents are uploaded.
- Attach copies of a valid identity document of all persons who have to sign the form.
- If some information is missing, we will contact you. In that case, be aware that it will take longer to process your request.

## Declaration and signature

- I declare that I fully and correctly provided information above.

Town \_\_\_\_\_

Date \_\_\_\_\_

Signature

## Declaration and signature other adults (in case applicable)

- I declare that I fully and correctly provided information above.

Town \_\_\_\_\_ Date \_\_\_\_\_  
Signature

Town \_\_\_\_\_ Date \_\_\_\_\_  
Signature

Town \_\_\_\_\_ Date \_\_\_\_\_  
Signature