



Application form

Application for residence permit for an accompanying family member to an expatriate Danish citizen

Uses

This form is to be used when applying for a Danish residence permit, if you are the

- **spouse,**
- **registered partner,**
- **cohabiting partner,**
- **child under 18 years of age, or**
- **other family**

of a Danish citizen (expatriate), who meets the following requirements:

- has established him- or herself abroad,
- has received a job offer or signed a job contract in Denmark and this job could form the basis for a residence permit for a foreign national under one of the schemes mentioned in section 13

or

- has a business plan that could form the basis for a residence permit for a foreign national under the Start-up Denmark scheme, see section 13.

Read more about being an accompanying family member to an expatriate Danish citizen on

newtodenmark.dk/expatriate and about the work schemes mentioned in section 13 on newtodenmark.dk/work.

You can also use this form to apply for an **extension** of your permit in Denmark, if you are an accompanying family member to a Danish citizen (expatriate), if this person either:

- Continues to be in the same job which formed the basis for your residence permit and which would continue to meet the conditions for an extension, if the person had been a foreign national

Or

- Has a job, which could form the basis for a residence permit under one of the schemes mentioned in section 13.

An application must be submitted for each applicant. If, for example, a spouse and two children wish to apply for residence permits as accompanying family members, three individual applications must be submitted.

Please note: In this form we use the term '**applicant**' to refer to you who are applying for a residence permit on the basis of your spouse/partner's/cohabitant's or parent's work in Denmark. The term '**expatriate Danish citizen**' will be used to refer to your spouse/partner/cohabitant or parent (the expatriate).

This form will require that both the applicant and the expatriate Danish citizen provide information supporting the application. Only information necessary to process the application according to Danish law will be required.

How to apply

1. Create a case order ID and pay the fee
2. The applicant completes part 1 of this form and signs in section 9 and/or section 10 (follow the instructions given).
3. The expatriate Danish citizen completes part 2 of this form and signs in section 19
4. Enclose the required documents (use the check list on the last page).
5. The applicant submits the **entire application** at a Danish diplomatic mission in his or her country of residence. If the applicant is residing legally in Denmark, the application can be submitted in person or using our contact form.
6. Have your biometrics recorded at a Danish diplomatic mission or in one of SIRI's branch offices in Denmark.

On newtodenmark.dk/expatriate you can find more information about how to submit an application to SIRI.

Bring your passport

You must present your original passport when you submit the application or have your facial image and fingerprints (biometrics) recorded, so the authorities can verify your identity.

Does it cost anything to submit an application?

Yes, you will normally need to pay a fee in order to get the application processed by the Danish Agency for International Recruitment and Integration (SIRI).

You can read more about the fees in section 2 of this form, or on newtodenmark.dk/fee where you can also see a list of current fees.

If you submit your application through an application centre, you must pay a separate service fee to the application centre.

Similarly, a fee must be paid to a Danish diplomatic mission (embassy or consulate general) or to a Norwegian diplomatic mission receiving your application on behalf of Denmark. The fees may vary.

The individual diplomatic mission can also make further requests such as additional passport photos or duplicate copies of the application. We recommend that you check the requirements on the website of the diplomatic mission before submitting your application.

For more information

More information about the regulations for Danish residence and work permits and how to fill out the application is available at newtodenmark.dk.

You can also contact the Danish Agency for International Recruitment and Integration (SIRI) if you require information about the regulations or how to fill out this form. See contact information at the bottom of the front page.

For official use only

Date received	Received by (name)	Authority (stamp)	Personal ID	Case order ID*

*) IMPORTANT: The case order ID will only be recorded by the authorities if the applicant has not created a case order ID. If the applicant has created a case order ID, this should be stated under section 2.1 of the application form.

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Application for residence permit as an accompanying family member to an expatriate Danish citizen

Part 1 – to be filled out by the applicant

1. Type of application

Below you must inform us whether you are applying for a new residence permit or for an extension of your current residence permit as an accompanying family member.

I am applying for

☐ New residence permit

☐ Extension of my current residence permit

2. Information about fees

In order for your application to be processed, you must pay a case processing fee. The fee will cover the processing of your case and will not be refunded if your application is turned down, or if you withdraw your application. The fee must be paid by the time you submit your application.

You can find further information about the current fee on newtodenmark.dk/fee.

2.1 Case order ID

Please state your **case order ID**. The case order ID you state below must be identical to the case order ID stated when paying the fee. Please include documentation that you have paid the fee. If you believe that you are exempt from paying the fee, please enter your case order ID and tick the box next to 'The applicant is exempt from paying the fee'.

Case order ID

☐ The applicant is exempt from paying the fee

2.2 Information required for refunding the fee (in case the fee is to be refunded)

PLEASE COMPLETE IN CAPITAL LETTERS

Please give the information required for refunding the fee. The fee can be refunded by transfer to a Danish NEM account ('NEM-konto'), a Danish bank account, a foreign bank account. Please state the name of the person to whom the refund should be paid (account holder/recipient), how you wish to receive the money, and any required information.

If the refund is to be paid to a foreign bank account, we recommend that you speak with your bank first to obtain the information necessary in order to receive a transfer from Denmark. In addition to the account information, you may also need to provide the bank's address.

Please note that for a period of 365 days, your fee cannot be returned to a bank account, if you originally paid the fee with Dankort or credit card. For that period of time the payment can only be returned to the same Dankort or credit card account. After 365 days, your fee can be returned to the bank account specified by you below.

Account holder/recipient			
<input type="checkbox"/> Applicant			
<input type="checkbox"/> Other person/company: (name)			
<input type="checkbox"/> Danish NEM account (NEM-konto)		CPR number	
<input type="checkbox"/> Danish bank account	Name of bank	Reg. number.	Account number
<input type="checkbox"/> Foreign bank account	Account number		
	Name and address of account holder		
	Name and address of bank (incl. country)		
	BIC/SWIFT		
	IBAN		

3. About you the accompanying family member (the applicant)

PLEASE COMPLETE IN CAPITAL LETTERS

Surname		Former surname (if applicable)	
Given name(s)			
Nationality		Former nationality (if applicable)	
Date of birth (day, month, year)		Danish CPR number (if applicable)	
Personal ID (if applicable)		Country of birth	
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female		Do you have children? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Current marital status <input type="checkbox"/> Unmarried <input type="checkbox"/> Married <input type="checkbox"/> Registered partnership <input type="checkbox"/> Cohabiting partner <input type="checkbox"/> Widow(er) <input type="checkbox"/> Divorced <input type="checkbox"/> Dissolved registered partnership			
Address in your home country (Street and number)		Postal code, city and country	

Telephone number	Email address
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If you (the applicant) are **currently in Denmark**, please state your date of entry, address, and contact information in Denmark.

Important: Please inform SIRI of any changes to your address or other contact information.

Date of entry into Denmark

Address in Denmark (Street and number)	Postal code and city
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C/o (name)	Telephone number
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4. About your passport

PLEASE COMPLETE IN CAPITAL LETTERS

A residence permit can only be granted for a period of **up to three months** before the date of expiry of the passport.

Passport number	Date of expiry
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5. About your relation to the expatriate Danish citizen

PLEASE COMPLETE IN CAPITAL LETTERS

You (the applicant) are applying for a residence permit or an extension of your residence permit as:

- ☐ Accompanying spouse, registered partner or cohabiting partner
- ☐ Accompanying child under the age of 18
- ☐ Other family e.g. parents or child over the age of 18

The question below should only be answered if the applicant is an **accompanying child** and **the child is to live/lives with the custody holder in Denmark**.

The child can be issued a residence card, if the child is granted a residence permit or an extension of a residence permit. Read more about biometrics on newtodenmark.dk/biometrics

Does the child request a residence card? ☐ Yes ☐ No

6. About cohabitation

PLEASE COMPLETE IN CAPITAL LETTERS

Section 6 should only be completed if you and the expatriate Danish citizen are **not** married or registered partners. If you are married go to section 7.

Also only give information about cohabitation, if you are applying for a **new residence permit**. If you are applying for an extension of your current residence permit, go to section 7.

Below you must state where and when you have been living with the expatriate Danish citizen. You must attach **documentation for cohabitation**.

Address (street, number, postal code, city and country)	Period
<div></div>	<div></div>

7. Declarations and information – the applicant

A. Sworn declaration that you have given correct information

I solemnly swear that I have provided correct information in the application form. If the information is found to be false, it may have the following consequences:

- My residence permit can be revoked.
- Fine or imprisonment of up to two years.
- I can be required by law to repay the expenses incurred by the Danish state as a consequence of the false information.

B. Information about your duty to provide the necessary information

It is your duty to provide the information necessary to decide whether you can be granted a permit. If you do not provide this information, it may mean that you will not be granted a permit.

C. Information on how we process your personal data

SIRI is obliged to inform you how we process your data and to inform you of your rights in regard to how we process your data.

Data controller

SIRI is the data controller and responsible for processing the personal data given in this application form and the data provided about you during the processing of the case. You can contact the agency through our contact form on newtodenmark.dk/SIRI-contactform.

Data protection officer

You can contact our data protection officer by using our contact form on newtodenmark.dk/SIRI-contactform.

You can read more about SIRI as data controller and about SIRI's data protection officer here newtodenmark.dk/personaldata

Purpose and legal basis

The personal data you provide to SIRI is collected and used:

- to process your application for a residence and/or work permit in Denmark
- in any later application for an extension or for a new residence and/or work permit in Denmark
- for verification and spot checks of the conditions for your residence and/or work in Denmark

The legal basis for processing your personal data is:

- The Danish Aliens Act, in particular chapter 1 on the entry and residence of aliens in Denmark.
- The General Data Protection Regulation (GDPR), article 6.1 (c) (relating to the processing of data in order to comply with the legal obligation to which the controller is subject) and 6.1 (e) (relating to the exercise of official authority vested in SIRI by the Aliens Act).
- The General Data Protection Regulation (GDPR), article 9.2 (f) (relating to the necessity of processing in order to establish, exercise or defend legal claims).
- The Danish Data Protection Act section 8 (relating to the official authority only being allowed to process information about criminal offences if it is necessary for tasks of that official authority).

The information you give or have given in connection with your application will be registered in the registers of Danish immigration authorities. The same holds true for any information you later give in connection with an application to extend your residence permit or for a new residence and/or work permit in Denmark.

Some of your data will be registered in the Civil Registration System (CPR). This will in some instances happen immediately when you are granted a permit. In other situations the registration will take place only when you take up residence in Denmark.

Some data, including biometric data, will be registered in the Schengen Information System (SIS) under certain circumstances. This applies if you have been given a time limit for departure in relation to your application or your residence in Denmark. It also applies if you have been banned from the Schengen area.

We process the following categories of data about you:

- General personal data, such as: information about your name, possible civil registration number (CPR-number), citizenship, occupation, education, marital status, financial information and whether you have committed any legally punishable offences
- Sensitive personal data, such as: health information and biometric data collected for the purpose of establishing your identity.

We can disclose your data to the following recipients

SIRI can pass on your data to your sponsor (e.g. your family member, employer, place of study or host), municipal authorities, the police, the Danish Security and Intelligence Service and the Danish Defence Intelligence Service, the public prosecutor, the Immigration Appeals Board, the Refugee Appeals Board, the Ministry of Immigration and Integration, the Danish immigration Service, the Danish Return Agency, the Danish Agency for Labour Market and Recruitment, the Ministry of Foreign Affairs of Denmark and The Danish Parliament.

In isolated cases, SIRI also passes on your data to other public authorities, private sector organizations and foreign organizations and authorities when it is necessary to exercise our official authority.

Personal data will be shared with the relevant authorities in the other Schengen states, when SIRI is legally obliged to do so. These authorities will have access to the information registered in SIS by SIRI when it is relevant to their case processing.

Furthermore, data from SIRI's registers and the CPR register are shared with other relevant authorities or organisations via the Aliens Information Portal (Udlændingelinformationsportalen) if they need the data in order to process aspects of your stay in Denmark.

SIRI shares data when it is necessary in order to exercise our official authority, including when we are legally obliged to share information.

If you lose your residence permit, we will inform your current or previous employers, if any, that you no longer have the right to work. This will happen, if we issue a refusal to an application for a residence permit or to an extension of a residence permit. It will also happen if we revoke your residence permit or if we establish that your residence permit has lapsed. Employers who within the last three months have reported salary payments to you to the income register will be informed.

What is the origin of the data we process about you?

The personal data that SIRI processes about you have been provided by you in this application form. We will also process data you may submit to your case later.

In addition, we will process data obtained from:

- any of your previous applications submitted to SIRI,
- searches in databases, such as: the Civil Registration System (CPR), the Central Business Register (CVR), the Income Register (eIncome), the Buildings and Housing Register (BBR), the Central Crime Register (KR), the Central Passport Register and the Schengen Information System (SIS)
- other authorities, such as: municipal authorities, the Agency of Family Law, the Danish Immigration Service, the Immigration Appeals Board and the Refugee Appeals Board,
- third-parties or sponsors, such as: your family member, au pair- or internship host, employer or educational institutions
- any person applying for a residence permit based on your grounds for residence in Denmark, and this person's previous cases with SIRI.

Storage of data

SIRI will store your personal data for as long as it is necessary in order to be able to carry out our tasks in relation to establishing or defending a legal claim to residence.

Data submitted as part of an immigration related matter can be stored for use by the immigration authorities at a later date. This means that the data can enter into the decision making process regarding future applications for extension of a residence permit, when revoking a residence permit, for verification and spot checks, when deciding whether a permit has lapsed, in relation to applications for permanent residency and for naturalization and in cases concerning any family members.

In practice this means that SIRI will store your data for the period of your 'lifecycle' – i.e. your entire life. Basic data regarding your stay in Denmark, e.g. when and why you have been granted a residence permit and information on other decisions made by SIRI regarding your residence in Denmark will not be erased.

If you have your fingerprints and facial photo taken for use with your residence card and for identification and identity

control, your fingerprints and photo will be stored in the immigration authorities' database. If you are granted a residence permit, your fingerprints and photo will be stored for 10 years. If you are not granted a residence permit, your fingerprints and photo will be stored for 20 years. If you are granted Danish citizenship, your fingerprints and photo will be deleted.

Personal data registered in the Schengen Information System (SIS) in relation to a deadline for departure are normally stored in SIS until your exit from the Schengen area is registered. If the data are registered in relation to an entry ban to the Schengen area, these data will, as a rule, be stored until the entry ban has expired.

Finally, it must be mentioned that data will be transferred to the Danish National Archives in accordance with the Danish Archives Act.

Your rights

Under the GDPR you have a number of rights in relation to our processing of data about you:

The right to know what kind of data we process about you

You have the right to ask what kind of data we are processing about you and be granted access to these data. If you request access to your data, your application will be processed in accordance with the GDPR's regulations governing right of access. If there are other regulations which provide you with greater access than the GDPR affords, your request for access will be processed in accordance with these regulations as well. These additional regulations may include those contained in the Public Administration Act that governs freedom of information requests.

The right to rectification (data correction) and the right to have your data erased

You have the right to request that corrections be made to personal data about you that you find inaccurate. In specific situations, you also have the right to have your data erased. As a rule, information can only be erased, if it is not necessary for processing your case as SIRI is obliged to record and register information in accordance with the Public Administration Act.

The right to restriction of processing

In some situations, you have the right to restrict the processing of your personal data. Where processing has been restricted, SIRI may thereafter, with the exception of storage, only process your data with your consent unless the purpose of the processing is to establish or defend a legal claim, to protect another person or for reasons of important public interest.

The right to object

In some situations, you have the right to object to otherwise legal processing of your personal data. This means that you can request that your data is erased, corrected or restricted.

You can read more about your rights in the Danish Data Protection Agency's guidelines about GDPR on the Danish Data Protection Agency's website datatilsynet.dk/english. If you would like to make use of your rights under the GDPR, contact SIRI.

Complaints to the Data Protection Agency

You have the right to submit a complaint to the Data Protection Agency if you are dissatisfied with the way we process your personal data. Contact information for the Data Protection Agency is available on the Danish Data Protection Agency's website datatilsynet.dk/english.

D. Verification and spot-checks

Your case may be selected for a spot-check. The spot-check aims to verify the following:

- The accuracy of the information you have given.
- Whether you meet the conditions for a residence and/or work permit, if such is granted to you.
- Whether you are staying and/or working in Denmark without the necessary permit.

Verification may involve the following:

- Checking public registers, such as the Civil Registration System (CPR)
- Comparing information contained in the registers of SIRI and the Danish Immigration Service with records held by the Civil Registration System (CPR), the Buildings and Housing Register (BBR), the Central Business Register (CVR) and the Income Register (eIncome).
- Contacting other authorities, such as municipalities
- Contacting third parties, such as employers, au pair- or internship host or educational institutions
- Turning up in person at your residence, place of study or workplace
- Using information about employment registered by the employer (in a so-called digital logbook). The Danish Agency for International Recruitment and Integration, the Danish Tax Agency, The Danish Agency for Labour Market and Recruitment as well as municipal councils can impose the use of digital logbooks on employers.

You may be asked to supply additional information as part of the verification and spot-check process.

8. Consent to let SIRI share information from my case with the expatriate Danish citizen

SIRI can share information about you with the expatriate Danish citizen (e.g. in order to enable SIRI to verify the accuracy of the information you have provided in the application, or in order to check whether you continue to meet the conditions of your permit) without your consent, when necessary in order to process your application or as part of later spot-checks. Please note paragraph [C] "Information on how we process your data" in Section 7 "Declarations and information – the applicant".

However, it will sometimes ease the processing of your case if SIRI to a greater extent can share information about your personal circumstances with the expatriate Danish citizen (e.g. if we cannot get in touch with you). If you would like SIRI to be able to share information with the expatriate Danish citizen or a third party, you must give your consent below.

If you do not wish to give your consent to let SIRI share information in these situations, we will instead get the information from you (the applicant) and abstain from sharing information with the expatriate Danish citizen. This may result in a longer processing time for your application.

You can at any point in time withdraw your consent. If you wish to withdraw your consent you must inform us. Please find our contact information on newtodenmark.dk/contact-siri.

☐ (tick the box)

I hereby consent to let the Danish Agency for International Recruitment and Integration (SIRI) share information about me with the expatriate Danish citizen to this greater extent in order to ease the processing of this application.

9. Signature – the applicant

By signing below, I confirm that the information I have given in this form is correct and that I have read and accepted the terms laid out in section 7.

I also confirm that I have made a decision regarding consent to share information.

I also understand that the information I have given or will be giving will be registered in SIRI's registers and that the information contained in the registers of SIRI and the Danish Immigration Service can be compared with record held by the Central Office of Civil Registration (CPR), the Central Business Register (CVR), the Building and Housing Register (BBR) and the Income Register (eIndkomst).

Date and place

Signature

10. Signature - the custody holder

If the applicant is an accompanying child under 18 years, the custody holder must normally also sign the application. If the custody holder is unable to sign the declaration, another person over 18 years can sign on his/her behalf. In this case, a power of attorney must be attached.

By signing below, I confirm that the information I have given in this form is correct and that I have read and accepted the terms laid out in section A-B.

I also confirm that I have made a decision regarding consent to share information.

I also understand that the information I have given or will be giving will be registered in SIRI's registers and that the information contained in the registers of SIRI and the Danish Immigration Service can be compared with record held by the Central Office of Civil Registration (CPR), the Central Business Register (CVR), the Building and Housing Register (BBR) and the Income Register (eIndkomst).

Relation to the child

Date and place

Signature

Have you remembered everything?

If your application is correctly filled out and contains the required documents, we can process your application faster.

It is therefore important that you make certain that the forms are filled out correctly and that you have included the necessary documents.

We recommend using the checklist below.

Indgivelse af ansøgning og krav om biometri på opholdskort

You are applying from abroad:

You can submit an application and have your biometric features recorded at a Danish diplomatic mission, or at a visa application centre in the country you are living in. However, there are certain countries where Denmark does not have a Danish diplomatic mission, or a visa application centre. In these cases, you can submit an application and 1 facial image to one of the Norwegian diplomatic missions that Denmark has a representation agreement with. You can see a list of the Ministry of Foreign Affairs' Danish diplomatic missions and visa application centres, where you can submit your application, here: <https://um.dk/en/travel-and-residence>

If you submit your application via SIRI's contact form on newtodenmark.dk/SIRI-contactform, or if it is submitted by a third-party such as a lawyer, you must appear in person to either have your biometric features recorded, or hand in 1 facial image **within 14 days** of the application being submitted. When you appear to have your biometric features recorded, or to submit your facial image, please remember to **bring a photocopy** of the first 3 pages of your completed application form. This will allow the immigration authorities to match your biometric features with the application. **Please note** that the processing of your application will not begin until your biometric features are submitted.

You are applying in Denmark:

If you reside in Denmark legally, you can submit your application and get your biometric features recorded in one SIRI's branch offices.

If you submit your application via SIRI's contact form on newtodenmark.dk/SIRI-contactform, or if it is submitted by a third-party such as a lawyer, you must appear in person to have your biometric features recorded **within 14 days** of the application being submitted.

Remember to book an appointment on newtodenmark.dk/BookingSIRI

Biometric features required on residence cards:

When you apply for a residence permit, you must have your biometric features recorded. This means that you must provide us with a facial image and a recording of your fingerprints. In connection with having your biometric features recorded, you will also have your signature recorded. Your facial image and your fingerprints will be stored on a chip on the residence card that you will receive, if you are granted a residence permit.

If you do not agree to have your biometric features recorded in connection with the application being submitted in Denmark, or at a Danish diplomatic mission, or if you fail to submit a facial image in connection with the application being submitted at a foreign diplomatic mission, your application will be **rejected**. This means that your application will not be processed. However, if you are not physically capable of providing fingerprints, you will not be required to do so.

Special information about children under the age of 18

Children under the age of 18 who are to live with the custody holder in Denmark, are not normally required to hold a residence card. However, a child can request to be issued a residence card. If the child requests a residence card, then the child's biometric features (digital facial image and fingerprints) must be recorded, in connection with the application being submitted (see more down below).

Children who are **not** to live with the custody holder in Denmark, but who are instead to live with a foster parent or close relative, are required to hold a residence card and to have their biometric features (digital facial image and fingerprints) recorded for this residence card, in connection with the application being submitted (see more down below). If the child does not appear in person to have his/her biometric features recorded in connection with the application being submitted in Denmark, or in a country with a Danish diplomatic mission, or if the child does not submit a facial image or a recording of his/her fingerprints in connection with the application being submitted at a foreign diplomatic mission, the application will be **rejected**. If the child is under the age of 6, or if the child is not physically capable of providing fingerprints, the child will not be required to do so.

You must have your biometric features recorded:

If you reside abroad, you can find a list of the Danish diplomatic missions, and the Danish representation agreements with the diplomatic missions of other countries, at the Ministry of Foreign Affairs' website (<https://um.dk/en/travel-and-residence>).

If you reside in Denmark, you can have your biometric features recorded at one of SIRI's branch offices. Remember to book an appointment on newtodenmark.dk/BookingSIRI.

You can read more about residence cards and biometric features at newtodenmark.dk/biometrics.

You must **always bring your passport** or other travel documentation with you, when having your biometric features recorded, or when you are submitting a facial image.

If you do not agree to have your biometric features recorded in connection with the application being submitted in Denmark, or at a Danish diplomatic mission, or if you fail to submit a facial image in connection with the application being submitted at a foreign diplomatic mission, your application will be **rejected**. This means that your application will not be processed. However, if you are not physically capable of providing fingerprints, or if you are a child under the age of 6, you will not be required to do so.

PART 2 – to be completed by the expatriate Danish citizen**11. About the expatriate Danish citizen****PLEASE COMPLETE IN CAPITAL LETTERS**

Surname

Given name(s)

Danish CPR number (if applicable)

Do you have dual citizenship? ☐ Yes ☐ No

If yes, which one (besides the Danish citizenship)?

Address in Denmark (Street and number)

Postal code and city

Telephone number

Email

If you are currently in Denmark, please provide the following information:

Address in Denmark (Street and number)

Postal code and city

Telephone number

Do you own real estate abroad?

☐ Yes ☐ No

If yes, state the type (apartment, house, summer house etc.) and where (country)?

Do you own real estate in Denmark?

☐ Yes ☐ No

If yes, state the type (apartment, house, summer house etc.)?

12. About your family member (the applicant)**PLEASE COMPLETE IN CAPITAL LETTERS**

You must state the family member's (the applicant's) name, date of birth and nationality in order to facilitate the processing of the application.

Surname

Given name(s)

Date of birth (day, month, year)

Nationality

The family member's relation to you:

☐ Accompanying spouse, registered partner or cohabiting partner☐ Accompanying child under 18 years of age☐ Other family e.g. parents or child over the age of 18

13. About your job in Denmark

PLEASE COMPLETE IN CAPITAL LETTERS

In the section below, information concerning your employment is required.

We need the information in order to assess whether the conditions for a residence permit for an accompanying family member to an expatriate Danish citizen are met.

When the application is for a new residence permit

As an expatriate Danish citizen you must meet one of the conditions below when the applicant submits an application for a new residence permit:

You must have signed a job contract or received a job offer in Denmark that could result in a residence permit for a foreign national under one of the following work schemes:

- One of the Positive Lists
- One of the Pay Limit schemes
- Researcher
- Special individual qualifications
- Herdsmen and farm managers
- The Fast Track scheme – except the short-term track

Or

You have a business plan that could result in a residence permit for a foreign national under the Start-up Denmark scheme.

When the application is for an extension

As an expatriate Danish citizen you must meet one of the conditions below when the applicant submits an application for an extension of his or her residence permit:

You continue to be employed in the same job or continue to own the company, which formed the basis for the applicant's residence permit and would continue to meet the conditions for granting an extension.

Or

You have a job in Denmark which could form the basis for a residence permit for a foreign national under one of the following schemes:

- One of the Positive Lists
- One of the Pay Limit schemes
- Researcher
- Guest researcher
- Trainee
- Special Individual Qualifications
- Employment at mobile workplaces at sea
- Herdsmen and Farm Managers
- Labour Market Attachment, incl. job change within the same professional field
- The Fast Track scheme – except the short-term track
- Certain types of employment at the research facility ESS
- Job seeking permit (If you have lost your job through no fault of your own)
- Work permit during the job seeking period after completion of professional bachelor's degree, bachelor's degree, master's degree or PhD degree

I (the expatriate Danish citizen)

☐ am employed > Go to section 14

☐ Have a business plan for a company > Go to section 15

☐ Other, if you e.g. not employed:

If you have stated other, you must attach documentation of job termination or similar.

14. About your employment in Denmark

PLEASE COMPLETE IN CAPITAL LETTERS

You must **only** complete this section, if you are employed in a salaried job in Denmark.

Below you must provide information about your employment. We need the information to assess whether your salary and terms of employment corresponds to Danish standards.

Name of employer	CVR number
Address (Street and number)	Postal code and city
Telephone number	
Contact person at employer	Contact person's phone number
What is your job title? What is the job position's classification code (DISCO-08 code)? State the job function related to the stated Disco-08 code stated:	
Read about the position's classification system DISCO-08 and the related job functions on newtodenmark.dk/disco-08	
Period of employment From: _____ to: _____	
Working hours per week	
Are the terms of employment covered by a collective agreement through a membership of an employers' association? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes , you are requested to state which employers' association:	

14.1 About your salary

PLEASE COMPLETE IN CAPITAL LETTERS

You must **only** complete this section, if you are employed in a salaried job in Denmark.

You must provide information on your total salary (including pension, any paid accommodation and other paid expenses) as a gross monthly salary in DKK. It is important that the employment contract submitted with the application indicates the applicant's wage and terms of employment. This will enable us to process the application faster.

The applicant's total gross monthly salary including pension, any paid accommodation and other paid expenses		_____ DKK per month
Of which:		
Employer-paid housing expenses	_____	DKK per month
Other employer-paid expenses	_____	DKK per month
– please state which:		

14.2 About your education and previous employment, relevant to the offered job in Denmark
PLEASE COMPLETE IN CAPITAL LETTERS

You must **only** complete this section, if you are employed in a salaried job in Denmark.

Below we ask questions about your education and previous employment, relevant to your employment in Denmark.

We need the information to assess whether your salary and terms of employment corresponds to Danish standards.

Have you completed an educational program that is relevant to the position offered? ☐ Yes ☐ No

If **yes**, please state type of educational program and date of completion:

Type _____

Date of completion _____

Please also **enclose a copy of your diploma/degree certificate.**

Have you had any previous employment that is relevant to the position offered? ☐ Yes ☐ No

If **yes**, please state the following:

Previous relevant employment A

Employer's name

Period
From date

To date

Address

Brief job description

Job title

Previous relevant employment B

Employer's name

Period
From date

To date

Address

Brief job description

Job title

Previous relevant employment C

Employer's name

Period
From date

To date

Address

Brief job description

Job title

15. About your company in Denmark (Start-up Denmark)

PLEASE COMPLETE IN CAPITAL LETTERS

You must **only** complete this section, if you want to run or continue to run a business in Denmark or conduct business in Denmark through a Danish branch of a foreign self-employed business and you have an innovative business idea that can contribute to growth and new job in Denmark.

Information about the company

Does the establishment of the company require an authorisation?

☐ Yes ☐ No

If **yes**, you must attach documentation of your Danish authorisation.

Has the panel of experts approved your business plan?

☐ Yes ☐ No

If **yes**, you must attach the panel of expert's approval to the application.

If **no**, please note that it is a condition in order to meet the conditions for the Start-up Denmark scheme that your business plan has been approved by a panel of experts appointed by the Ministry of Industry, Business and Financial Affairs

Will you be working full-time in the company?

☐ Yes ☐ No

If **no**, you must inform us of your expected weekly working hours for the company. State this as the number of full working hours per week:

Please note that you do not meet the conditions for the Start-up Denmark scheme, if you only have economic and financial interests in the company (shareholders, stockholders etc.).

15.1 Virksomhedens ejerforhold (Start-up Denmark)

UDFYLDES MED BLOKBOGSTAVER

The Start-up Denmark scheme can be utilized used by a team who wishes to start a business together. A team cannot consist of more than two persons.

Are you part of a team?

☐ Yes ☐ No

If yes, please state the number of business partners:

You must state your share of ownership in the company as a percentage. You must also attach documentation for your share of ownership.

What is your share of the company?

If you have any additional comments or information about the company in Denmark, please write them below:

16. Information about your residence abroad

PLEASE COMPLETE IN CAPITAL LETTERS

In order to be granted a residence permit as an accompanying family member to an expatriate Danish citizen, it is a condition that the Danish Citizen (the expatriate) has **established him or herself abroad**. We therefore ask you to inform us during which periods you have resided abroad and the reason for residing abroad (e.g. studies, work or similar). You must also inform us whether you during this period were living in a rental property or owned your own home.

Please state where, when and why you have resided **abroad**:

Country	Period	Reason (e.g. studies or work)	Housing
			<input type="checkbox"/> Home ownership <input type="checkbox"/> Rental
			<input type="checkbox"/> Home ownership <input type="checkbox"/> Rental
			<input type="checkbox"/> Home ownership <input type="checkbox"/> Rental
			<input type="checkbox"/> Home ownership <input type="checkbox"/> Rental
			<input type="checkbox"/> Home ownership <input type="checkbox"/> Rental

16.1. Further comments on residing abroad

PLEASE COMPLETE IN CAPITAL LETTERS

If you have further comment or information about your residence and your ties abroad (e.g. concerning employment, family relations or additional network abroad) please state them here:

--

17. Information about your stays in Denmark

PLEASE COMPLETE IN CAPITAL LETTERS

Below we ask some questions concerning your **stays in Denmark**. We ask these questions because it may contradict that you have established yourself abroad, if you have resided in Denmark above and beyond regular holiday stays, family visits etc.

Please state when and why you have stayed in **Denmark** above and beyond regular holiday stays, family visits etc.

Period	Reason (e.g. studies or work)

17.1. Further comments about stays in and ties to Denmark PLEASE COMPLETE IN CAPITAL LETTERS

If you have further comment or information about your stays in and your ties to Denmark (e.g. concerning employment, family relations or additional network in Denmark) please state them here:

--

18. Declarations and information**A. Sworn declaration of correctness**

I solemnly swear that the information I have given in this application is correct and complete, including that the purpose of establishing my marriage or cohabitation is not only to be granted a basis for residence for my spouse or cohabitating partner. If the information is found to be false or incomplete, it may have the following consequences:

- The residence permit of my family member can be revoked
- Fine or imprisonment of up to two years.
- I can be required by law to repay the expenses incurred by the Danish state as a consequence of the false information.

B. Information about the requirement that you provide the necessary information

You can be required to provide the information necessary to decide whether the applicant can be granted a permit. If you do not provide this information, it may mean that the applicant will not be granted a permit.

C. Information on how we process your personal data as the contact person

SIRI is obliged to inform you how we process your data and to inform you of your rights in regard to how we process your data.

Data controller

SIRI is the data controller and responsible for processing the personal data given in this application form and the data

provided about you during the processing of the case. You can contact the agency through our contact form on newtodenmark.dk/SIRI-contactform.

Data protection officer

You can contact our data protection officer by using our contact form on newtodenmark.dk/SIRI-contactform.

You can read more about SIRI as data controller and about SIRI's data protection officer on newtodenmark.dk/personaldata.

Purpose and legal basis

The personal data you provide to SIRI is collected and used:

- to process this application for a residence and/or work permit in Denmark
- in any later application for an extension or for a new residence and/or work permit in Denmark
- for verification and spot checks of the conditions for applicant's residence and/or work in Denmark

The legal basis for processing your personal data is:

- The Danish Aliens Act, in particular chapter 1 on the entry and residence of aliens in Denmark.
- The General Data Protection Regulation (GDPR), article 6.1 (c) (relating to the processing of data in order to comply with the legal obligation to which the controller is subject) and 6.1 (e) (relating to the exercise of official authority vested in the Danish Agency for International Recruitment and Integration by the Aliens Act).
- The General Data Protection Regulation (GDPR), article 9.2 (f) (relating to the necessity of processing in order to establish, exercise or defend legal claims).
- The Danish Data Protection Act section 8 (relating to the official authority only being allowed to process information about criminal offences if it is necessary for tasks of that official authority).

The information you give or have given in connection with the application will be registered in the registers of Danish immigration authorities. The same holds true for any information you later give in connection with an application from the applicant to extend his or her residence permit or for a new residence and/or work permit in Denmark.

We process the following types of data about you

General personal data, such as: information about your name, address and other contact information.

We can pass on your data to the following recipients

SIRI can pass on your information to others, and we for example pass on information to the police, the Danish Security and Intelligence Service and the Danish Defence Intelligence Service, the public prosecutor, the Immigration Appeals Board, the Ministry of Immigration and Integration, the Danish Immigration Service, the Danish Return Agency, the Danish Parliament and the Ministry of Foreign Affairs of Denmark.

SIRI shares data when it is necessary in order to exercise our official authority, including when we are legally obliged to share information.

What is the origin of the information we process about you?

The data that SIRI processes about you, have been provided by you in this application form. We will also process data you or the applicant may submit to the case later.

Storage of data

SIRI will store your personal data for as long as it is necessary in order to be able to carry out our tasks in relation to establishing or defending a legal claim to residence.

Data submitted as part of an immigration related matter can be stored for use by the immigration authorities at a later date. This means that the data can enter into the decision making process regarding future applications for extension of a residence permit, when revoking a residence permit, for verification and spot checks, when deciding whether a permit has lapsed, in relation to applications for permanent residency and for naturalization and in cases concerning any family members. In practice this means that SIRI will store your data for the period of the applicant's 'lifecyle' – i.e. his or her entire life.

Finally, it must be mentioned that data will be transferred to the Danish National Archives in accordance with the Danish Archives Act.

Your rights

Under the GDPR you have a number of rights in relation to our processing of data about you:

The right to know what kind of data we process about you

You have the right to ask what kind of data we are processing about you and be granted access to these data. If you request access to your data, your application will be processed in accordance with the GDPR's regulations governing right of access. If there are other regulations which provide you with greater access than the GDPR affords, your request for access will be processed in accordance with these regulations as well. These additional regulations may include those contained in the Public Administration Act that governs freedom of information requests.

The right to rectification (data correction) and the right to have your data erased

You have the right to request that corrections be made to personal data about you that you find inaccurate. In specific situations, you also have the right to have your data erased. As a rule, information can only be erased, if it is not necessary for processing your case as SIRI is obliged to record and register information in accordance with the Public Administration Act.

The right to restriction of processing

In some situations, you have the right to restrict the processing of your personal data. Where processing has been restricted, SIRI may thereafter, with the exception of storage, only process your data with your consent unless the purpose of the processing is to establish or defend a legal claim, to protect another person or for reasons of important public interest.

The right to object

In some situations, you have the right to object to otherwise legal processing of your personal data. This means that you can request that your data is erased, corrected or restricted.

You can read more about your rights in the Danish Data Protection Agency's guidelines about GDPR on the Danish Data Protection Agency's website on datatilsynet.dk/English. If you would like make use of your rights under the GDPR, contact SIRI.

Complaints to the Data Protection Agency

You have the right to submit a complaint to the Data Protection Agency if you are dissatisfied with the way we process your personal data. Contact information for the Data Protection Agency is available on the Danish Data Protection Agency's website on datatilsynet.dk/English.

D. Verification and spot-checks

The case may be selected for a spot-check. The spot-check aims to verify the following:

- The accuracy of the information given.
- Whether the conditions for a residence and/or work permit if such is granted, continue to be met.
- If a foreign national is being employed without the necessary work permit or in contradiction to the conditions pertaining to the work permit.
-

Verification may involve the following:

- Checking public registers, such as the income register (eIncome).
- Comparing information contained in the registers of SIRI and the Danish Immigration Service with records held by the Civil Registration System (CPR), the Buildings and Housing Register (BBR), the Central Business Register (CVR) and the income register (eIncome).
- Contacting other authorities, such as the Danish Customs and Tax Administration.
- Contacting third parties
- Contacting the foreign national.
- Turning up in person at the workplace.
- Using information about employment registered by the employer (in a so-called digital logbook). The Danish Agency for International Recruitment and Integration, the Danish Tax Agency, The Danish Agency for Labour Market and Recruitment as well as municipal councils can impose the use of digital logbooks on employers.

You may be asked to supply additional information as part of the verification and spot-check process.

19. Signature – the expatriate Danish citizen

By signing below, I confirm that the information I have given in this form is correct and that I have read and accepted the terms laid out in section 18, A-B.

I also understand that the information I have given or will be giving will be registered in SIRI's registers and that the information contained in the registers of SIRI and the Danish Immigration Service can be compared with record held by the Central Office of Civil Registration (CPR), the Central Business Register (CVR), the Building and Housing Register (BBR) and the Income Register (eIndkomst).

Date and place

Signature

Have you remembered everything?

If your application is correctly filled out and contains the required documents, we can process your application faster. We recommend using the checklist below.

It is possible to send any remaining documents using newtodenmark.dk/SIRI-contactform, if there are specific documents which you are unable to have ready when you submit the application.

Checklist

- ☐ All questions in this form have been answered
- ☐ Both parts of the application have been signed and dated

Attach:

- ☐ Documentation of paid fee. Attach receipt for payment of fee
- ☐ Copy of all pages of your passport – including all empty pages and the passport's front and back cover
- ☐ Copy of the expatriate Danish citizens employment contract in Denmark, containing information about salary, terms of application and a job description, **or**
- ☐ Approval from the panel of experts, documentation of company ownership and financial self-support.
- ☐ Copy of the expatriate Danish citizen's educational papers, if relevant for the job position in Denmark

If you are applying as spouse/registered partner/cohabiting partner, you must also attach:

- ☐ Proof of marriage/registered partnership in the form of a marriage/registration certificate or proof of cohabitation (only if you are applying for a *new residence permit*)

If you are applying as a child under 18 years of age, you must also attach:

- ☐ Birth certificate. The name of parents must be stated in the certificate (only if you are applying for a *new residence permit*)
- ☐ Proof of consent from other parent with custody of the child, if the child's other parent will *not* reside with the child in Denmark (only if you are applying for a *new residence permit* or the previous permit was temporary)
- ☐ If one parent has full custody, this must be documented

If you are applying as other family member, you must also attach:

- ☐ Documentation of financial self-support e.g. bank statement
- ☐ Documentation of shared residence e.g. rental contract, registration of address from relevant registration authority
- ☐ Documentation of health, e.g. medical certificate

For official use only – Comments and forwarding endorsements

- ☐ Names and passport information in compliance with shown documentation of identity

Comments

PLEASE REMEMBER TO COMPLETE 'FOR OFFICIAL USE ONLY' ON PAGE 2 OF THIS FORM