

Application packet

FA6_en_010717

Application for family reunification for children (applying concurrently with a parent)

Uses

This application packet is to be used when applying for a Danish residence permit (family reunification) for a foreign child under the age of 18.

The application packet must be used when the child is applying concurrently with the mother or father applying for family reunification of spouses. If the child is **not** applying concurrently with a parent, application packet FA7 is to be used instead.

The application packet is to be used when the parent in Denmark (the person the child is to live with) is a Danish or Nordic citizen or holds a Danish residence permit on other grounds than asylum. If the parent in Denmark has a residence permit on the grounds of asylum, application packet FA11 or FA12 is to be used instead.

What does the application packet contain?

This application packet contains two forms:

- Form 1 - Application for a residence permit for a child (applying concurrently with a parent).
- Form 2 - Information about the child's parent in Denmark.

How you use the forms?

Form 1 and Form 2 must be submitted when applying for a residence permit for a child.

Please note: Form 2 does **not** need to be filled out if the person in Denmark, who the child is applying for family reunification with, is not the child's biological parent. In such instances the child's eligibility for a residence permit is dependent upon the mother's or father's application for family reunification of spouses with the person in Denmark.

Form 1 is the application for the child's residence permit. The child or the adult applying on behalf of the child must:

- Fill out Form 1.
- Attach the required documents.
- Submit the application to a Danish diplomatic mission abroad (embassy or consulate general) or to the Danish Immigration Service or the police.

Form 2 is to be submitted by the parent already possessing the right to live in Denmark, and with whom the child will live in Denmark. This person must:

- Fill out Form 2.
- Attach the required documents.
- Submit Form 2 to the Immigration Service no later than 14 days after Form 1 has been submitted.

If the parent already possessing the right to live in Denmark is also the legal guardian of the child, he/she can fill out both forms.

Read the instructions on the first page of each form.

There is a checklist at the end of the forms that can be used to keep track of whether they have been filled out correctly and whether all the required documentation has been included.

How can an application be submitted?

The child's application can be submitted at a Danish diplomatic mission in his/her country of residence. If the child is a legal resident of Denmark, the application may normally be submitted in Denmark. Such is the case if the child:

- has a valid visa (short term),
- is exempt from visa requirements or
- currently holds a Danish residence permit.

If the application can be submitted in Denmark, this can be done at the Immigration Service's Citizen Service. If the applicant lives outside the Greater Copenhagen area, he/she can also submit the application at a police station that records biometric features.

The application can also be sent to the Immigration Service. Read more about where and how you can submit applications at newtodenmark.dk

Fee

Normally, you have to pay a fee to get the child's case processed at the Immigration Service. You can read more about the payment in section 1 of form 1 and at www.newtodenmark.dk/fee where you can also find the current fees.

If the child submits an application to a Danish diplomatic mission (embassy), you normally have to pay the fee to the diplomatic mission. The fee can vary. The individual diplomatic mission can make further requirements, e.g. about passport photos or copies of the application. Find out more at the diplomatic mission's web page.

Family reunification under EU regulations

If a child wishes to apply for family reunification with a Danish citizen under EU regulations you have to apply at the State Administration. Read more at statsforvaltningen.dk.

Processing of your application

The Danish Immigration Service has a maximum time limit for processing applications for family reunification. The application processing times are calculated from the date the application is submitted. You can see our processing times at www.newtodenmark.dk/us-times.

For more information

More information about the rules governing family reunification is available at newtodenmark.dk. If you have questions when filling out the forms, you can also contact the Danish Immigration Service. See contact information at www.newtodenmark.dk/contact-us.

For official use only

REMEMBER TO COMPLETE THE LAST PAGE OF FORM 1

| | | | | |
|---------------|--------------------|-------------------|---|----------------|
| Date received | Received by (name) | Authority (stamp) | Personal ID/Alien Identification number (Udl.nr.) | Case Order ID* |
|---------------|--------------------|-------------------|---|----------------|

*) The case order ID will only be created by the authorities if the applicant has not created a case order ID. If the applicant has created a case order ID, state it in section 1.1 in Form 1.

FA6a_en_010717

FORM 1 (FA6a)

Application for a residence permit for a child (applying concurrently with a parent)

Instructions

When applying for family reunification with a child, both Form 1 and 2 must be used. If you are applying for residence permits for more than one child, fill out an application (Form 1) for each child.

The child or the parent applying on behalf of the child must:

1. Fill out and sign this form (Form 1).
2. Attach the required documents.
3. Submit the application to a Danish diplomatic mission (embassy or consulate general) in the country where the child lives. If the child is a legal resident of Denmark, the application may normally be submitted in Denmark.

Which documents must you include?

The following documents must be submitted with Form 1:

- Documentation for payment of fee.
- A copy of the child's passport (all pages including the cover).
- Child's birth certificate (copy with an authorised translation to Danish or English).
- Documentation of custody (copy with an authorised translation to Danish or English). Need only be included if the child's mother or father is applying for family reunification with a spouse who is not the child's biological parent.

Bring the passport

The child needs to bring his/her original passport, when the application is submitted or when the child is to have his/her biometric features recorded, so the authorities can verify the child's identity.

Recording of biometric features

A child under the age of 18 who is to live with the custody holder in Denmark is not normally required to hold a residence card. A child can, however, request to be issued a residence card. If the child requests a residence card, and if the child resides in Denmark or in a country where Denmark has a diplomatic mission, the child's digital facial image and fingerprints (biometric features) must be recorded in connection with the application being submitted. Read more about biometric residence cards on the last page of Form 1 and at www.newtodenmark.dk/residencecard.

To expedite the application process

Your application can be processed with the shortest possible processing time if

- both forms are filled out correctly and includes the required documentation, and
- Form 2 is submitted no more than 14 days after Form 1 has been submitted, if you are applying from abroad. If you are applying from Denmark, both forms should be submitted together.

Missing information or documents

The Immigration Service may **refuse** an application if it does not include the necessary information or documents, or the processing time may be **longer**. We recommend you use the check list at the end of the form.

The applicant

PLEASE COMPLETE IN CAPITAL LETTERS

| | |
|----------------------------------|------------------------------------|
| Given name(s) | |
| Surname | |
| Nationality | Former nationality (if applicable) |
| Date of birth (day, month, year) | CPR number (if applicable) |
| Personal ID (if applicable) | |
| Place of birth (city) | Country of birth |

Name and CPR number of the parent already possessing the right to live in Denmark

PLEASE COMPLETE IN CAPITAL LETTERS

| | |
|----------------------------------|------------|
| Name (Given name(s) and surname) | CPR number |
|----------------------------------|------------|

1. Fee

Normally, you have to **pay a fee** to submit an application for family reunification with a child.

The fee for submitting an application for family reunification with a child is DKK 6,300 (2017 level).

The fee covers the processing of the case. This means that the fee will not be refunded if the application is rejected. Furthermore, the fee will not be refunded if, during the processing of your case, you choose to withdraw the application. If you have not paid the fee the application will be rejected, which means that it will not be processed. If the application is rejected for any other reason, the fee will be refunded minus an administration fee. Read more about fees at www.newtodenmark.dk/fee.

How to pay

To pay the fee you have to complete the following steps in order:

1. Create a case order ID at www.newtodenmark.dk/fee. Choose the case type '**Family reunification**'
2. Pay the fee. **Please note:** Certain applicants may be exempt from paying the fee. These persons must still create a case order ID.
3. Enter your case order ID in section 1.1 of this form.
4. Enclose documentation of payment of fee.

How is a case order ID created?

Everyone can create a case order ID at www.newtodenmark.dk/fee. The case order ID must be clearly stated in section 1.1 and when paying the fee, if applicable.

How is a fee paid?

You can pay the fee in several ways for example with a credit or debit card, from a Danish internet bank, in the bank or at the post office. At www.newtodenmark.dk/fee you can choose how you wish to pay, and you can see which information is required when paying the fee. **Please note:** The fee must be paid no later than at the same time the application is submitted. In most cases, this means that the fee will need to be paid **before** the application is submitted. Only a few Danish diplomatic missions will allow you to pay the fee when you submit your application. You **cannot** pay the fee at the Immigration Service's Citizen Service or at a Danish police station. Please **enclose** documentation of the payment e.g. a receipt from a transfer via your net bank or a receipt from your bank or a post office.

Who is exempt from paying a fee?

There may be special cases where you can submit an application for family reunification without paying the fee. This may be the case if the child's sponsor in Denmark has refugee status, is seriously ill or has a serious handicap. The child may also be exempt from paying the fee if your sponsor has a child from a previous relationship who he/she is residing with or the child's sponsor sees the child on a regular basis. Furthermore, you may be exempt from paying the fee if the child's sponsor is a Turkish citizen who is economically active as an employee, self-employed person or service provider. At www.newtodenmark.dk/fee you can read more about who is exempt from paying the fee.

If you believe, the child is exempt from paying the fee, please tick the box "The applicant is exempt from paying the fee". When you create a case order ID, please state that you are exempt from paying the fee. **Please note:** if the immigration authorities decide that you are in fact not exempt from paying the fee, your application will be rejected, which means that it will not be processed. However, if you have paid the fee and the immigration authorities decide that the child is in fact exempt from paying the fee, the fee will be refunded.

1.1 Case order ID

Please state the child's **case order ID**. The case order ID you state below must be identical to the case order ID stated when paying the fee. Enclose documentation that you have paid the fee. If you believe that the child is exempt from paying the fee, please enter the 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

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

PLEASE COMPLETE IN CAPITAL LETTERS

Give the information required for **refunding the fee, if applicable**. The fee can be refunded by transfer to a Danish Easy Account ('NEM-konto'), a Danish bank account, a foreign bank account, or in cash at a Danish diplomatic mission. Diplomatic missions can only repay fees in cash if the fee was originally paid there. 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 180 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 180 days, your fee can be returned to the bank account specified by you below.



| | | | |
|--|--|---------------------|----------------|
| Account holder/recipient | | | |
| <input type="checkbox"/> The applicant | | | |
| <input type="checkbox"/> Other person/company, inform name: | | | |
| <input type="checkbox"/> Danish Easy Account (NEM-konto) | CPR number | | |
| <input type="checkbox"/> Danish Bank account | Name of bank | Registration number | Account number |
| <input type="checkbox"/> Foreign bank account | Account information (account number/BIC/SWIFT/IBAN) | | |
| | Other information, if applicable, e.g. the bank's address, account holder's address etc. | | |
| <input type="checkbox"/> Cash at Danish diplomatic mission (tick only if the fee was paid at the diplomatic mission) | State which Danish diplomatic mission (city and country) | | |

| 2. Information about the child | | PLEASE COMPLETE IN CAPITAL LETTERS | |
|--|--|------------------------------------|--|
| Gender | Current marital status | | |
| <input type="checkbox"/> Boy <input type="checkbox"/> Girl | <input type="checkbox"/> Unmarried <input type="checkbox"/> Married/cohabiting partner | | |
| Does the child have children of his/her own? | | | |
| <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| Child's address abroad (street and number) | Postal code, city and country | | |
| Telephone number | Email address | | |
| With whom will the child live in Denmark? (state name) | | | |
| <input type="checkbox"/> Mother _____ | <input type="checkbox"/> Father _____ | | |
| <input type="checkbox"/> Other relative _____ | <input type="checkbox"/> Other _____ | | |
| <input type="checkbox"/> Alone | | | |
| If the child has not been living together with his/her mother/father abroad, please answer the following questions: | | | |
| Why has the child not been living with his/her parent(s)? | | | |
| When was the last time the child lived with his/her parent(s)? | | | |
| How has the child and his/her parent(s) maintained contact? (visits, telephone calls, letters, email, etc.) | | | |
| With whom will the child live in Denmark? (state name) | Address | | |
| <input type="checkbox"/> Mother _____ | | | |
| <input type="checkbox"/> Father _____ | | | |
| <input type="checkbox"/> Other relative _____ | | | |
| <input type="checkbox"/> Other _____ | Telephone number | Email address | |

If the child is **currently in Denmark**, please state the child's date of entry, address, and contact information in Denmark. If the child is entering Denmark after the application has been submitted, but before a decision is made in the case, please inform the Immigration Service.

Important: Please inform the Immigration Service of any change to address or other contact information.

Last date of entry in Denmark

Child's address in Denmark (street and number)

Postal code and city

C/O (name)

When the child is to live with the custody holder in Denmark, the child can request to be issued a residence card, if the child is granted a residence permit. Indicate below whether the child requests a residence card. If the child requests a residence card, the child's digital facial image and fingerprints (biometric features) must be recorded. The child's signature will also be recorded. If the child is under 6, only a facial image is required. No additional fee is charged for obtaining a residence card. Read more about biometric residence cards on the last page of this form and at www.newtodenmark.dk/residencecard.

If the child does **not** request a residence card, submit two passport photos of the child. The child's biometric features will not need to be recorded. The child can apply for a residence card at a later date, should the need arise.

Does the child request a residence card?

Yes No

If **yes**, the child has to get his/hers biometric features recorded as described above.

If **no**, **enclose** two passport photos.

3. Information about the child's parents

PLEASE COMPLETE IN CAPITAL LETTERS

Father (given name(s) and surname)

Date of birth (day, month, year)

Address (Street, number, postal code and city)

Nationality

Mother (given name(s) and surname)

Date of birth (day, month, year)

Address (Street, number, postal code and city)

Nationality

4. Information about the child's passport and previous visits to Denmark and other countries

PLEASE COMPLETE IN CAPITAL LETTERS

National passport

Other travel documentation. Please state which:

Passport number

Date of issue

Date of expiry

In which country is the passport issued?

Has the child been in Denmark before (including current stay, if applicable)?

Yes No

If **yes**, please state when (from date to date):

Has the child resided in a country other than his/her home country or Denmark for longer than six months?

Yes No

If **yes**, please state where and when:



Did the child have a residence permit in this country?

Yes No

If **yes**, enclose a copy of the child's latest residence permit in the country

5. Information about the child's schooling and work history

PLEASE COMPLETE IN CAPITAL LETTERS

| | |
|---|-----------------|
| <input type="checkbox"/> Primary school | Number of years |
| <input type="checkbox"/> Secondary school | Number of years |

| | | |
|------------|-----------------|-----------------|
| Languages: | Native language | Second language |
| | Other languages | |

Has the child any additional education or work history?

Yes No

If **yes**, please describe the education/work and give dates for the activity:

6. Additional information (if applicable)

PLEASE COMPLETE IN CAPITAL LETTERS

7. Declarations

A. Sworn declaration of correctness

I hereby solemnly swear that the information in this application is correct and complete.

If the information is found to be false or incomplete, I am subject to the following penalties:

- Fine or imprisonment of up to two years (Criminal Code section 161, cf. Aliens Act section 40)
- I can be required by law to repay the expenses incurred by the Danish state as a consequence of the false or incomplete information (Aliens Act section 40)
- The child's residence permit can be revoked (Aliens Act section 19)

B. Declaration of consent to allow authorities to gather necessary information

I consent to letting the Danish immigration authorities obtain and pass on information about the child's private affairs for the purpose of enabling them to process this application (Public Administration Act section 29 and Act on Processing of Personal Data sections 6-8 and section 27). Information can be obtained from or passed on to other Danish and foreign public authorities, including the police authorities.

Such information includes:

- Previous criminal proceedings against the child, if applicable.

- The child's family.
- Verification that the documents submitted with the application are genuine.

I also consent to giving authorities contacted by the Immigration Service while processing the application permission to gather information about the child's private affairs for use in responding to the Immigration Service's enquiry.

C. Notification that information can be passed on to Danish intelligence agencies and prosecuting authority

The information and documents that you submit with the application can be passed on to Danish intelligence agencies and the Danish public prosecuting authority (Aliens Act section 45 a and section 45 c). This process can be initiated by Danish immigration authorities, Danish intelligence agencies or the Danish public prosecutor.

The prosecuting authority will be able to use the information to evaluate whether there are grounds for prosecuting the child for crimes committed in Denmark or abroad, to identify victims of or witnesses to a specific crime, or to aid foreign law enforcement agencies.

D. Notification that some information will be passed on to local Danish authorities

Danish immigration authorities give certain information to authorities in the municipality (kommune) where the child will live, should the child be given a residence permit (Aliens Act section 44a).

The municipality will also be informed if the child's residence permit is

- not renewed at a later point or has been revoked,
- found to be lapsed, or
- made permanent.

Finally, the municipality where the child lives will have access to information about the child contained in the Danish immigration authorities' registers if the information is necessary for it to carry out its duties.

The municipality will have access to data contained in the Danish immigration authorities' registers, including:

- Information about existing and other earlier grounds for residence.
- Information about the status of the child's application, including the date it was submitted, type of application and whether a decision has been appealed, etc.
- Information regarding the child's progress in Danish classes.
- Information about municipalities where the child has previously resided.

Other relevant authorities or organisations including the police, the State Administration, SKAT (tax authorities) and language schools have access to similar information.

E. Notification that Danish authorities have registered information about the child and the child's affairs

The information you supply or have supplied in connection with the application for a residence permit will be registered in the Danish immigration authorities' registers. The same holds true for any information you give in conjunction with an application to extend a residence permit.

If the child receives a residence permit, the child will be registered in the Civil Registration System. The Civil Registration System is a computerised register maintained by the Ministry for Economic Affairs and the Interior.

The information in the Danish immigration authorities' registers and the Civil Registration System will be used to answer questions relating to the child's residence in Denmark (Act on Processing of Personal Data section 6-8). Public administration authorities (record keeping), the police (record keeping and verification) and the Immigration Appeals Board (reviewing complaints) will have access to the information about the child contained in the Danish immigration authorities' registers and the Civil Registration System. In addition, other authorities and private organizations can have access to this information (Aliens Act section 44a).

You are obligated to provide the information necessary for deciding whether the child is eligible for a Danish residence permit (Aliens Act section 40). Failure to provide the information can result in a fine or up to one year imprisonment, as well as placing the child's residence permit in jeopardy (Aliens Act section 60). You and the child are entitled to right of access to the information about the child in the Danish immigration authorities' registers and the Civil Registration System. Enquiries about this can be addressed to the Danish Immigration Service, Ryesgade 53, DK-2100 Copenhagen Ø.

The fingerprints and the facial image recorded for use on the residence card and for identification and identity verification will be registered in the Danish immigration authorities' registers. If the child is granted a residence permit the fingerprints and the facial image will be stored for 10 years. If the child is not granted a residence permit the fingerprints and the facial image will be stored for 20 years. If the child becomes a Danish citizen the fingerprints and the facial image will be deleted.

F. Information regarding possible verification by the authorities of the information you have supplied

The Immigration Service may seek to verify the accuracy of the information you have given in this application. This may happen while the application is being processed or later, if the child is granted a permit. If the child is granted a permit and the Immigration Service finds that the child no longer meet the requirements of his/her residence permit, the permit may be revoked. Verification may be conducted at random and is not necessarily an indication that the Immigration Service suspects you of providing false information about the child, or suspects the child of not meeting the requirements of his/her

residence permit.

Verification may involve the following:

- Checking public registers, such as the Civil Registration System.
- Comparison of information contained in the Danish immigration authorities' registers with records held by the Central Office of Civil Registration (CPR Office), the Buildings and Housing Registry (BBR) or the income registry (eIndkomst).
- Contacting other authorities, such as municipalities.
- Contacting third parties, such as employers or places of study.
- Turning up in person at the child's residence, place of study or workplace.

You may be asked to supply additional information as part of the verification process.

G. Information about possible consequences if you apply for a residence permit for a child over the age of 15 while the child is in Denmark on a visa (short term)

If the child is over the age of 15 and you submit an application in Denmark for a residence permit for the child, while the child is staying in Denmark on a visa (short term), you need to be aware that it may have the following consequences:

- The child can become ineligible for a visa for five years (Aliens Act section 4 c).

8. Signature

PLEASE COMPLETE IN CAPITAL LETTERS

Because the applicant (child) is below the age of 18 this form must be signed by the child's parents or by a person who is a substitute for the child's parents.

By signing below, I confirm that I have read, understood and accepted the terms laid out in section 7 A-B and have read and understood the information in section 7 C-G.

Name and relation to the child

Date and place

Signature

Have you remembered everything?

If the application for family reunification with your child is correctly filled out and contains the required documents, the Immigration Service can process your case with the shortest possible processing time. The expected maximum processing time for applications for family reunification can be found at www.newtodenmark.dk/us-times. If the application is not correctly filled out or is missing documents, it can be refused, or the processing time may be longer. It is therefore important that you make certain that the forms are filled out correctly and that you have included the necessary documents before submitting your application.

We recommend using the checklist below before submitting the application.

Checklist

Before submitting your application, please ensure you have enclosed the following:

- Documentation for payment of fee.
- Copy of the child's passport (all pages including cover). If the authorities are given the passport, you only need to enclose a copy of all the filled out pages including cover.
- Copy of the child's birth certificate with an authorised translation to Danish or English.
- Documentation of custody, copy with an authorised translation in Danish or English. (Documentation only needs to be included if the child's mother or father is applying for family reunification with a spouse who is not the child's biological parent. Please note that it is not sufficient for the parent who is seeking a Danish residence permit to submit a letter from the child's other parent as proof of custody granting the child permission to apply for a residence permit in Denmark.)

It is also important to

- state your case order ID in section 1.1,
- answer all questions, and
- sign and date the application - applies to the adult applying on behalf of the child.

Remember to bring the applicant's (child's) current passport when the application is submitted.

Biometric features required on residence cards

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. A child can, however, request to be issued a residence card. If the child requests a residence card, and if the child resides in Denmark or in a country where Denmark has a diplomatic mission, the child's digital facial image and fingerprints (biometric features) must be recorded in connection with the application being submitted.

Children who are **not** to live with the custody holder in Denmark, but are instead to live with a foster parent or close relative, are required to hold a residence card. If the application is submitted in Denmark or a country with a Danish diplomatic mission, the child must appear in person to have his/her biometric features recorded. If the child resides in a country where Denmark has a representation agreement with another country's diplomatic mission, the child must appear in person to submit two facial images. Once the child arrives in Denmark, his/her biometric features (digital facial image and fingerprints) must be recorded. If the child's application is sent by post or fax or submitted by a third-party such as a lawyer, the child must appear in person to have his/her biometric features recorded **within 14 days** of the application being submitted. If the child resides in a country where Denmark has a representation agreement with another country's diplomatic mission, the child must appear in person to submit two facial images **within 14 days** of the application being submitted. If the child's application has been sent by post or fax or submitted by a third-party such as a lawyer, remember to **bring a photocopy** of the first three pages of the child's completed application form when having the child's biometric features recorded. This will allow the immigration authorities to match the child's biometric features with the application. **Please note** that the processing of the child's application will not begin until his/her biometric features are submitted.

When having the child's biometric features recorded or submitting two facial images, **bring the child's passport** or travel documentation. The child's signature will also be recorded. Facial images and fingerprints are stored on a microchip embedded in the residence card. If the child is under 6, only a facial image is required.

Biometric features can be recorded at the Immigration Service's Citizen Service. If the child lives outside Greater Copenhagen, the child's biometric features can also be recorded at some police stations. A list of the police stations capable of recording biometric features can be found at www.newtodenmark.dk/residencecard. For children living abroad, the website of the Danish Ministry of Foreign Affairs contains a list of embassies and consulates, as well as Danish representation agreements with other countries' diplomatic missions (um.dk).

If the child lives with the custody holder in Denmark and does **not** request a residence card, please submit two passport photos. The child's biometric features will not need to be recorded. The child can apply for a residence card at a later date, should the need arise.

If the child is **not** living with the custody holder in Denmark, and the child does not agree to have his/her biometric features recorded in connection with the application being submitted in Denmark or at a Danish diplomatic mission, the application will be **rejected**. If the application is submitted at another country's diplomatic mission with which Denmark has a representation agreement, and the application does not include two facial images, it will likewise be **rejected**. Children under 6 or children who are not physically capable of providing fingerprints, are not required to be fingerprinted.

Read more about residence cards and biometric features at www.newtodenmark.dk/residencecard.

For official use only: Comments and forwarding endorsements

Who submitted the application?

Reference The child's other parent Other, indicate whom:

CPR number issued on (date)

Comments

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

For official use only: Checklist

Are names and passport information in accordance with shown identification? Yes No

Has the applicant been advised that the application may be refused if the applicant does not reside in Denmark on a genuine basis for residence? Yes No

Has the applicant been advised that biometric features must be recorded or two facial images must be included? Yes No

Have all questions been answered? Yes No



| | | |
|---|------------------------------|-----------------------------|
| Has the application been signed? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Has documentation for payment of fee been included? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Has a copy of the applicant's passport been included (all pages including front page or all pages with stamps and affixed)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Has a copy of the applicant's birth certificate been included (copy with authorised translation to Danish or English)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Has documentation for custody been included (copy with authorised translation to Danish or English)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

FORM 2 (FA6b)

Information about the child's parent in Denmark

FA6b_en_010717

Instructions

The parent already living in Denmark, with whom the child is to live must:

1. Fill out and sign this form.
2. Attach the required documents.
3. Submit this form (Form 2) to the Immigration Service.
If the child (the applicant) is currently in Denmark, this form (Form 2) should be submitted at the same time as the application (Form 1).

Please note: This form (Form 2) **does not need to be filled out** if the child's mother or father is applying for family reunification in Denmark with a spouse who is not the child's biological parent. In such instances the child's eligibility for a residence permit is dependent upon the mother's or father's application for family reunification of spouses.

Which documents should you include?

In each section of this form, it is specified which documents should be enclosed.

To expedite the application process

The application can be processed with the shortest possible processing time if:

- both forms are filled out correctly and the required documents are included, and
- Form 2 is submitted no more than 14 days after Form 1 has been submitted. If the child is applying from Denmark, both forms need to be submitted together.

Missing information or documents

The Immigration Service may **refuse** an application if it does not include the necessary information or documents, or the processing time may be **longer**. We recommend, you use the check list at the end of the form.

Information about you (the parent with whom the child is to live in Denmark)

PLEASE COMPLETE IN CAPITAL LETTERS

| | |
|------------------|------------------------------------|
| Given name(s) | |
| Surname | |
| Nationality | Former nationality (if applicable) |
| CPR number | |
| Telephone number | Email address |

About sections 1 and 2

The following sections ask questions about you and the child/children seeking a Danish residence permit. The questions are asked in order to determine whether you meet all the requirements for family reunification. The Immigration Service can dispense with the requirements if

- you have custody of or rights to visitation with a minor child living in Denmark. It is a requirement, however, that visitation occurs and that it meets minimum requirements, or
- the child (applicant) has a serious illness or handicap.

Determining whether you are exempt from the normal requirements for family reunification can be difficult. If you choose not to complete sections 1 and 2 and it is later determined that you, in fact, are not exempt from the requirements, it will be necessary for the Immigration Service to obtain additional information. This means that the processing time may be longer. Therefore we recommend that you fill out the sections so the Immigration Service can process the case in the shortest possible time.

1. Children applying for a Danish residence permit

UDFYLDES MED BLOKBOGSTAVER

You have to provide information about the child/children who are applying for a residence permit below.

Please note the Immigration Service can require the child to take an age test and that you and the child take a DNA test. This can be the case if the Immigration accesses that there is doubt about the child's/children's correct age or the familial relation between you and the child/children. The Immigration Service will contact you if we access that a DNA and/or age test is needed in your case.

If more than four children are seeking a residence permit, please copy all of section 2 or write the information about the additional children on the back of this form.



| | Child 1 | Child 2 | Child 3 | Child 4 |
|---|--|--|--|--|
| Given name(s) | | | | |
| Surname | | | | |
| Date of birth (day, month, year) | | | | |
| Gender | <input type="checkbox"/> Boy <input type="checkbox"/> Girl | <input type="checkbox"/> Boy <input type="checkbox"/> Girl | <input type="checkbox"/> Boy <input type="checkbox"/> Girl | <input type="checkbox"/> Boy <input type="checkbox"/> Girl |
| Nationality | | | | |
| Is the child married? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Has the child ever been married? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Does the child have a serious illness or handicap? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If yes , describe the illness/handicap: | | | | |
| Which language(s) does the child speak? | | | | |
| In which countries has the child lived? And in which periods? | | | | |
| Have you previously lived with the child? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If yes , state which periods: | | | | |
| Has the child been in Denmark before? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If yes , state when: | | | | |
| Has the child previously held a Danish residence permit? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| If yes , did the child leave Denmark against the child's will? | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |



| | | | | |
|---|--|--|--|--|
| <p>Have you been in contact with the child in the periods where you were not living together?</p> <p>If yes, state how often and how you have maintained contact (e.g. visits, telephone calls, letters, email):</p> <p>If no, state why not:</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <p>Have you contributed financially to the support of the child abroad?</p> <p>If yes, when and with what amount have you contributed financially to the support of the child abroad?</p> <p>You must enclose documentation.</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <p>Have you seen the child in the past 2 years?</p> <p>If yes, state how often and when:</p> <p>You must enclose documentation such as a copy of your passport and plane tickets.</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <p>Who does the child live with abroad? (name, address and relationship to the child)</p> | | | | |
| <p>Does the child's other parent have a serious illness or handicap?</p> <p>If yes, which illness/handicap?</p> <p>You must enclose documentation if possible.</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No | <input type="checkbox"/> Yes <input type="checkbox"/> No |

2. Children from previous relationships living in Denmark

PLEASE COMPLETE IN CAPITAL LETTERS

Below are a series of questions about any children you may have from any previous relationships. The questions about children from previous relationships are asked to determine whether you are exempt from some of the requirements for family reunification.

If you have children from a previous relationship, please note that we may contact the other parent of these children in order to confirm the information you have given.

Do you have **children under the age of 18 from a previous relationship living in Denmark?**

Yes No

If **no**, go to section 3.

If you request that the Immigration Service **not** take your children from a previous relationship into consideration when processing your case, please state this below. If you state this, it will not be necessary for the Immigration Service to contact the other parent of your children from a previous relationship. However, you should note that the consequence will be that the Immigration Service will **not be able to exempt you from some of the requirements on the grounds of your children from a previous relationship**.

I do **not** wish for the Immigration Service to take into consideration that I have a child from a previous marriage. I understand that this means that I normally will be required to meet all conditions for family reunification.

If you wish the Immigration Service to take into consideration that you have children from a previous marriage, please give your consent in section 2.A that the Immigration Service can pass on information that you are involved in an application for residence permit. This consent is given by signing the declaration below. In addition, you must fill in section 2.B with information about each of your children from a previous marriage.

2.A Declaration of consent for disclosure of information

PLEASE COMPLETE IN CAPITAL LETTERS

I hereby give my consent that the Immigration Service can pass on information that I am involved with an application for residence permit to the other parent of my children who resides in Denmark.

Name

Date and place

Signature

2.B Information about children from a previous relationship

PLEASE COMPLETE IN CAPITAL LETTERS

CHILD 1:

Given name(s) and surname

CPR number

Does the child live with you?

Yes No

Does the child attend/has the child attended a Danish nursery school, kindergarten or school?

Yes No

Below you must inform how much time you spend with the child in a normal 4 week period. Mark the boxes on the days where the child lives with you regardless of the length of time you spend together and regardless of whether the child stays overnight.

If the child is with you e.g. every Wednesday from 4 pm to Thursday 8 am, you must mark the boxes 'Wed' and 'Thu'. If the child is with you e.g. every Wednesday from 7 pm to 8 pm, you must mark the box 'Wed'.

How much are you together with the child in a normal 4 week period?

Week 1

Mon Tue Wed Thu Fri Sat Sun

Week 2

Mon Tue Wed Thu Fri Sat Sun

Week 3

Mon Tue Wed Thu Fri Sat Sun

Week 4

Mon Tue Wed Thu Fri Sat Sun

Are you together with the child on a regular basis?

Yes No

Are you together with the child during vacations or holy days?

Yes No

If **yes**, indicate to what extent and the periods in which you are together with the child:

If you have any further comments about the time you spend with your child, you can write them here:



CHILD 2:

| | |
|---------------------------|------------|
| Given name(s) and surname | CPR number |
|---------------------------|------------|

| | |
|---|---|
| Does the child live with you? <input type="checkbox"/> Yes <input type="checkbox"/> No | Does the child attend/has the child attended a Danish nursery school, kindergarten or school? <input type="checkbox"/> Yes <input type="checkbox"/> No |
|---|---|

Below you must inform how much time you spend with the child in a normal 4 week period. Mark the boxes on the days where the child lives with you regardless of the length of time you spend together and regardless of whether the child stays overnight.

If the child is with you e.g. every Wednesday from 4 pm to Thursday 8 am, you must mark the boxes 'Wed' and 'Thu'. If the child is with you e.g. every Wednesday from 7 pm to 8 pm, you must mark the box 'Wed'.

How much are you together with the child in a normal 4 week period?

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-----|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-----|-----|-----|-----|-----|-----|-----|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|---|-----|-----|-----|-----|-----|-----|-----|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-----|-----|-----|-----|-----|-----|-----|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
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| Mon | Tue | Wed | Thu | Fri | Sat | Sun | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mon | Tue | Wed | Thu | Fri | Sat | Sun | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mon | Tue | Wed | Thu | Fri | Sat | Sun | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mon | Tue | Wed | Thu | Fri | Sat | Sun | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Are you together with the child on a regular basis?

Yes No

Are you together with the child during vacations or holy days?

Yes No

If **yes**, indicate to what extent and the periods in which you are together with the child:

If you have any further comments about the time you spend with your child, you can write them here:

CHILD 3:

| | |
|---------------------------|------------|
| Given name(s) and surname | CPR number |
|---------------------------|------------|

| | |
|---|---|
| Does the child live with you? <input type="checkbox"/> Yes <input type="checkbox"/> No | Does the child attend/has the child attended a Danish nursery school, kindergarten or school? <input type="checkbox"/> Yes <input type="checkbox"/> No |
|---|---|

Below you must inform how much time you spend with the child in a normal 4 week period. Mark the boxes on the days where the child lives with you regardless of the length of time you spend together and regardless of whether the child stays overnight.

If the child is with you e.g. every Wednesday from 4 pm to Thursday 8 am, you must mark the boxes 'Wed' and 'Thu'. If the child is with you e.g. every Wednesday from 7 pm to 8 pm, you must mark the box 'Wed'.

How much are you together with the child in a normal 4 week period?

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-----|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-----|-----|-----|-----|-----|-----|-----|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|---|-----|-----|-----|-----|-----|-----|-----|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|-----|-----|-----|-----|-----|-----|-----|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
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| Mon | Tue | Wed | Thu | Fri | Sat | Sun | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mon | Tue | Wed | Thu | Fri | Sat | Sun | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mon | Tue | Wed | Thu | Fri | Sat | Sun | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mon | Tue | Wed | Thu | Fri | Sat | Sun | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Are you together with the child on a regular basis?

Yes No

Are you together with the child during vacations or holy days?

Yes No

If **yes**, indicate to what extent and the periods in which you are together with the child:

If you have any further comments about the time you spend with your child, you can write them here:

3. Other relevant information

PLEASE COMPLETE IN CAPITAL LETTERS

Use the space below for any additional information you believe the Immigration Service should be aware of when processing the child's application.

4. Declarations

A. Sworn declaration of correctness

I hereby solemnly swear that the information I have given in this form is correct.

If the information is found to be false, I am subject to the following penalties:

- Fine or imprisonment of up to two years (Criminal Code section 161, cf. Aliens Act section 40).
- I can be required by law to repay the expenses incurred by the Danish state as a consequence of the false information (Aliens Act section 40).
- The applicant's residence permit can be revoked (Aliens Act section 19).

B. Sworn declaration that I have not been convicted of crimes against minor children

I hereby solemnly swear that in the past ten years I have not been convicted of child abuse (Aliens Act section 9 (19)). I.e. that I have not been sentenced (imprisonment, suspended or otherwise, or other punishment for a criminal offence that involves or leaves open the possibility of imprisonment) for:

- Certain offences against family relationships.
- Certain sexual offences.
- Certain offences of violence against the person.
- Certain offences against personal liberty.
- Punishable threats.

Further information is available at newtodenmark.dk

If the declaration is found to be false, I am subject to the following penalties:

- Fine or imprisonment of up to two years (Criminal Code section 161, cf. Aliens Act section 40)
- I can be required by law to repay the expenses incurred by the Danish state as a consequence of the false declaration (Aliens Act section 40).
- The applicant's residence permit can be revoked (Aliens Act section 19).

C. Declaration of consent to allow authorities to gather necessary personal information

I consent to letting the relevant Danish authorities obtain and pass on information about my private affairs for the purpose of enabling them to process the application for family reunification (Public Administration Act section 29 and Act on Processing of Personal Data sections 6-8 and section 27). Information can be obtained from or passed on to other Danish and foreign public authorities, including the police.

Such information includes:

- Previous criminal proceedings against me (if applicable).
- My family.
- Whether I have received public assistance under the terms of the Active Social Policy Act or the Integration Act.
- Verification that the documents submitted with this form are genuine.

I also consent to allowing authorities contacted by the Immigration Service while processing the application permission to gather information about my private affairs for use in responding to the Immigration Service's enquiry.

D. Information regarding possible verification by the authorities of the information you have supplied

The Immigration Service may seek to verify the accuracy of the information you have given in this application. This may happen while the application is being processed or later, if the applicant is granted a permit. If the applicant is granted a permit and the Immigration Service finds that he/she no longer meets the requirements of his/her residence permit, his/her permit may be revoked. Verification may be conducted at random and is not necessarily an indication that the Immigration Service suspects you of providing false information, or suspects the applicant of not meeting the requirements of his/her residence permit.

Verification may involve the following:

- Checking public registers, such as the Civil Registration System.
- Comparison of information contained in the Aliens Register or other Immigration Service registries with records held by the Central Office of Civil Registration (CPR Office), the Buildings and Housing Registry (BBR) or the income registry (eIndkomst).
- Contacting other authorities, such as municipalities.
- Contacting third parties, such as employers or places of study.
- Turning up in person at your residence, place of study or workplace.

You may be asked to supply additional information as part of the verification process.

E. Notification that Danish authorities have registered information about you and your affairs

The information you have supplied in this form will be registered in the Danish immigration authorities' registers. The same holds true for any information you give later in conjunction with an application to extend your child's residence permit.

The information in the Danish immigration authorities' registers will be used to answer questions relating to your residence in Denmark (Act on Processing of Personal Data sections 6-8). State Administration (disclosure of cases), the police (disclosure of cases and control) and the Immigration Appeals Board (reviewing complaints) will have access to the information about you contained in the Danish immigration authorities' registers. In addition, other authorities and private organizations can have access to this information (Aliens Act section 44a).

You are not obligated to answer the questions in this form. If you chose not to answer one or more questions, the Danish Immigration Service can order you to provide the information that is necessary to assess whether your child can be granted a Danish residence permit (Aliens Act section 40). If you do not provide the information it can result in the child not being granted a residence permit. You are entitled to right of access to the information about you in the Danish immigration authorities' registers. Enquiries about this can be addressed to the Danish Immigration Service.

5. Signature

PLEASE COMPLETE IN CAPITAL LETTERS

By signing below I confirm that I have read, understood and accepted the terms laid out in section 4 A-C and have read and understood the terms laid out in section 4 D-E.

Name

Date and place

Signature



Have you remembered everything?

If the application for family reunification with your spouse is correctly filled out and contains the required documents, the Immigration Service can process your case with the shortest possible processing time. The expected maximum processing time for applications for family reunification can be found at www.newtodenmark.dk/us-times. If the application is not correctly filled out or is missing documents, it can be refused, or the processing time may be longer. It is therefore important that you make certain that the forms are filled out correctly and that you have included the necessary documents before submitting your application.

We recommend using the checklist below before submitting the application.

Tjekliste

Before submitting this form, please ensure you have included the following documents:

- Documentation proving you are the legal guardian of the child (copy with an authorised translation to Danish or English). Only required if the child is born out of wedlock, or if the child's parents are separated/divorced. Such documentation can include legal proof of separation or divorce. Please note that written permission from the child's other parent allowing the child to travel to Denmark and live with you is not sufficient documentation of legal guardianship.
- Documentation of any serious illness or disability (if applicable).
- Documentation of any serious illness or disability of the child's other parent (if applicable).
- Documentation of any serious illness or disability of the child (if applicable).

It is also important to

- answer all questions, and
- sign and date section 6.

For official use only: Checklist

| | | |
|---|------------------------------|-----------------------------|
| Have all questions been answered? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Has the form been signed? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Has documentation for illness or handicapped been enclosed (if applicable)? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |