



Appendix Passport photo form

Passport photo and signature

A foreign national's passport photo and signature appear on their residence document (card). All foreign nationals from the age of 12 must provide their own signature on this passport photo form. It is important for the signature to be clearly visible. An unclear signature cannot be used. Foreign nationals under the age of 12 leave the signature box empty.

Photo requirements

The passport photo must meet EU requirements. These photo requirements can be found on www.government.nl. Please note! A residence document cannot be prepared if the passport photo does not meet EU requirements.

Instructions for completing personal details and signature

1. Complete in this passport photo form the foreign national's personal details (1 to 5).
Please note! Complete the details in capital letters.
2. The foreign national from the age of 12 must provide their signature in the signature box (6). Use a pen with dark, preferably black ink.
Please note! If the signature is not clearly visible, a residence document cannot be prepared.

Send completed passport photo form to the IND:

Immigratie- en Naturalisatiedienst
Bureau Documenten
Postbus 49
9560 AA Ter Apel

Please note! Only send to this address if you use the Passport photo form apart from the application form.



1	V-number (if known)	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>										
2	Name (as stated in the passport)	<i>Surname</i> <i>First names</i>										
3	Date of birth	<table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="width: 20px; height: 20px;"><i>Day</i></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"><i>Month</i></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"><i>Year</i></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>	<i>Day</i>		<i>Month</i>		<i>Year</i>					
<i>Day</i>		<i>Month</i>		<i>Year</i>								
4	Nationality											
5	Home address	<i>Street</i> <i>Number</i> <i>Postcode</i> <table border="1" style="border-collapse: collapse; width: 100%;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table> <i>Town</i>										
6	Signature Please place your signature in the box. Foreign nationals under the age of 12 leave the signature box empty.											
7	Passport photo Please make sure that the passport photo is not folded when sending. Place the passport photo in the grey photo frame on the bottom right of this form. <i>Please note!</i> Never use paperclips, tape or staples as this will damage the photo.	Stick the passport photo here										

Processing of personal data

The IND records your data in the IND systems to be able to carry out legal tasks. The IND uses and secures your personal data carefully and on the basis of the requirements of the privacy legislation. Read [how the IND handles your personal data](https://ind.nl/en/privacy) on ind.nl/en/privacy.