

# Application form

RF2\_en\_210224

## Application for residence permit for accompanying family member of a religious worker, missionary, nun, monk, etc.

### Uses

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

- **spouse,**
- **cohabiting partner,**
- **child under the age of 18, or**
- **child over the age of 18 (only extension)**

of a foreign national, who will reside in or is already residing in Denmark as a religious worker (member of the clergy, missionary, nun or monk). You can also use this form if you are under 18 and the child of the spouse or cohabiting partner.

The form can also be used to apply for an **extension** of a residence permit as an accompanying family member to a religious worker, missionary, nun or monk. Children over the age of 18 can only use the form to apply for an extension of a residence permit as an accompanying child.

Each applicant fills out and submits his/her own application. If, for example, a spouse and two children wish to apply for a residence permit as accompanying family members, three individual applications is to be submitted.

In this form we'll use the term 'applicant' for the person applying for residence and work permit on the basis of his/her spouse's/partner's or parent's stay in Denmark as religious worker. The term 'sponsor' will be used to refer to the spouse/partner or parent of the applicant.

### How to apply

1. Complete this form and sign in section 8 and/or section 8 (following the instructions given).
2. Enclose the required documentation (see below).
3. Submit the application to a Danish diplomatic mission in the country in which you live. If you are a legal resident of Denmark, the application may normally be submitted in Denmark. If the application can be submitted in Denmark, this can be done at the Danish Immigration Service's Citizen Service. You must book an appointment before you show up at the Citizen Service. Read more about where the Immigration Service's Citizen Service has branch offices and how you book an appointment at [www.newtodenmark.dk/visit-us](http://www.newtodenmark.dk/visit-us). On [www.newtodenmark.dk](http://www.newtodenmark.dk) you can find more information about who can submit an application in Denmark.

### What documents are attached if you are an accompanying spouse/partner?

- Documentation for payment of fee.
- Copy of applicant's passport (all pages containing information including the front page).
- Proof of marriage/registered partnership or proof of cohabitation.

- Declaration that the sponsor has not been convicted of crimes against a spouse/partner (Appendix 2).
- Declaration that the sponsor will support the applicant (Appendix 3). **Only** if the applicant and the sponsor is *not* married or registered partners.

If you are applying for an **extension** of your residence permit, attach only:

- Documentation for payment of fee.
- Copy of your passport (all filled out pages including front page).

### What documents are attached if you are an accompanying child?

- Documentation for payment of fee.
- Copy of passport (all filled out pages including front page)
- The child's Certificate of Personal Data (birth certificate) (name of the parents must be indicated on the certificate).
- Declaration that the child's parents have not been convicted of crimes against minor children (Appendix 1).
- Proof of consent from the other parent. **Only** in cases of joint custody where the child's other parent will not reside in Denmark.

*If the child is applying for **extension** of residence permits, attach only:*

- Documentation for payment of fee.
- Copy of passport (all filled out pages including front page).

### Fee

Normally, you (the applicant) have to pay a fee to get your case processed at the Immigration Service. You can read more about the payment in section 1 of this form and at [newtodenmark.dk/fee](http://newtodenmark.dk/fee) where you can also find the current fees.

If you submit the application to a Danish diplomatic mission (embassy), you usually also have to pay a fee to the diplomatic mission. If the application is submitted to the diplomatic mission via a service company (outsourcing) you must also pay a fee to the company. The fees can vary. The individual diplomatic mission can also make further requirements, e.g. about passport photos or copies of the application. You can read more on the diplomatic mission's web page.

**Recording of biometric features  
Accompanying spouse/partner**

If you reside in Denmark or a country where Denmark has a diplomatic mission, you must appear in person to have your biometric features (digital facial image and fingerprints) recorded for use in your residence card. Your biometric features must be recorded in connection with the application being submitted.

If you reside in a country where Denmark has a representation agreement with another country's diplomatic mission, you must appear in person and submit one facial image in connection with the application being submitted. Once you arrive in Denmark, your biometric features will be recorded.

**Accompanying child**

Children under the age of 18 who are to live/live with the custody holder in Denmark are not usually 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 to the application being submitted.

Read more about biometric residence cards on the last page of this form and at [www.newtodenmark.dk/residencecard](http://www.newtodenmark.dk/residencecard)

**How we process personal data**

You can read more about the processing of the applicant's personal data and his/her rights in the fact sheets about data protection which you will find at the back the form.

**For more information**

More information about the rules governing Danish residence permits is available at [newtodenmark.dk](http://newtodenmark.dk), where you can also find information about processing times. 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](http://www.newtodenmark.dk/contact-us)

**If this form is used to apply for an extension of a residence permit, please note that the application must be submitted before your current residence permit expires.**

If you submit the application after your residence and/or work permit expires, you should expect the application to be **rejected**, as you will be residing illegally in Denmark. In this case, the Immigration Service will not process the application, and you will have to leave Denmark and apply for a new residence permit in your country of origin. This also applies if the illegal residence is for a short period of time. Residing and/or working illegally in Denmark can also lead to you being **expelled**.

**For official use only**

Dato modtaget	Modtaget af (navn)	Myndighed (stempel)	Udl.nr./Person ID	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 it must be stated in section 1.1 in this application form.

RF2\_en\_210224

## Application for residence permit for accompanying family member of a religious worker, missionary, nun, monk, etc.

### 1. Fee

Normally, you have to pay a fee to submit an application for a residence permit for religious workers.

The fee covers the processing of your case. This means that the fee will not be refunded if your application is rejected. Furthermore, the fee will not be refunded if, during the processing of your case, you choose to withdraw your application. If you have not paid the fee your application will be rejected, which means that it will not be processed. If your 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](http://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 with the case type '**Religious worker and accompanying family**' or '**Extension for religious worker and accompanying family**'
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.

If you have already created a case order ID and paid the fee, you can go directly to section 1.1. If not, you can read more about how to do it below.

#### How is a case order ID created?

Everyone can create a case order ID at [newtodenmark.dk](http://newtodenmark.dk). You can create it at the relevant application page at [www.nyidanmark.dk/you-want-to-apply/religious-workers](http://www.nyidanmark.dk/you-want-to-apply/religious-workers) or [www.nyidanmark.dk/you-want-to-extend/religious-workers](http://www.nyidanmark.dk/you-want-to-extend/religious-workers)

#### 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 the page on [newtodenmark.dk](http://newtodenmark.dk) where you created the case order ID, 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. You **cannot** pay the fee at the Immigration Service's Citizen Service. 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.

#### Turkish citizens or accompanying family members of Turkish citizens may be exempt from paying the fee

If you (the applicant) are applying for a residence permit as an accompanying family member of a Turkish citizen who is economically active as a as an employee, self-employed person or service provider, you may be exempt from paying the fee if you are economically active.

If you (the applicant) are a Turkish citizen and you are applying for an extension of your residence permit as an accompanying family member of a religious worker e.g., you may be exempt from paying the fee, if you are economically active as a as an employee, self-employed person or service provider. You may also be exempt from paying the fee if you are an accompanying family member of a Turkish citizen who is economically active as a as an employee, self-employed person or service provider. At [www.newtodenmark.dk/fee](http://www.newtodenmark.dk/fee) you can read more about who is exempt from paying the fee. If you believe that you are exempt from paying the fee, please tick the box next to "The applicant is exempt from paying the fee" in section 1.1. 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 you are in fact exempt from paying the fee, the fee will be refunded.

## 1.1 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 enclose 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 'I am exempt from paying the fee'.

Case order ID

I am exempt from paying the fee

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

Please give the information required for **refunding the fee, if applicable**. The fee can be refunded by transfer to a Danish East Account ('NEM-konto'), a Danish bank account, or 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

The applicant

Other person/company, state name:

Danish NEM account

CPR number

Danish bank account

Name of bank

Reg. number

Account number

Foreign bank account

Account information (account number/BIC/SWIFT/IBAN)

Additional information (bank address, account holder's address, etc.)

## 2. Reason for application

What is the reason for your application?

I want to apply for a **residence permit** as an accompanying family member to a religious worker, missionary, nun or monk in Denmark.

I want to apply for an **extension** of my residence permit as an accompanying family member to a religious worker, missionary, nun or monk in Denmark.

What is your relationship to the religious worker, missionary, nun or monk?

Accompanying spouse of cohabiting partner

Accompanying child under the age of 18

Accompanying child over the age of 18 (only extension)

### 3. Information about the applicant

PLEASE COMPLETE IN CAPITAL LETTERS

If you (the applicant) are applying for an **extension** of your residence permit, you do not have to state your address in your home country nor your date of entry into Denmark.

Given name(s)			
Surname		Former surname (if applicable)	
Nationality		Former nationality (if applicable)	
Date of birth (day, month, year)		Danish CPR number (if applicable)	
Personal ID (if applicable)			
Country of birth		Place of birth (city)	
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/cohabiting partner <input type="checkbox"/> Married/registered partnership <input type="checkbox"/> Divorced/dissolved registered partnership <input type="checkbox"/> Widow(er)			
Address in your home country (Street and number)		Postal code, city and country	
Telephone number		Mobile phone number	
Email address			

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

**Important:** Your name has to appear on the mail box, otherwise the mail will be returned to the sender. Please inform the Danish Immigration Service of any changes to address or other contact information in Denmark.

Date of entry into Denmark	
Address in Denmark (Street and number)	Postal code and city
c/o (name)	Telephone number
Mobile phone number	Email address

**Only** answer the questions below if you (the applicant) are an accompanying child under the age of 18

When the child is to live/lives with the custody holder in Denmark, the child can request to be issued a residence card, if the child is granted a residence permit or an extension of a residence permit. Below, you have to indicate whether or not the child requests a residence card. If the child requests a residence card, the child's digital facial image and fingerprints (biometrics) 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](http://www.newtodenmark.dk/residencecard)

If the child **does not** request a residence card, you have to submit one passport photo 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 **no**, you have to submit one passport photo.

#### 4. Information about applicant's passport

PLEASE FILL OUT IN CAPITAL LETTERS

If you are granted a residence permit, it can only be valid up to three months before your national passport or other types of travel documents expire. If you receive a new passport while your application is being processed, you will be asked to submit photocopies of all pages of the new passport.

<input type="checkbox"/> National passport	<input type="checkbox"/> Other travel documents, please state
Passport number	Date of issue
Date of expiry	In which country was the passport issued?

#### 5. Information about the sponsor

PLEASE COMPLETE IN CAPITAL LETTERS

In the section below, you are asked to provide information about your (applicant's) spouse/partner or parent (the sponsor) who residence in Denmark as religious worker, missionary, nun or monk. The information is required in order to match your application with that of the sponsor.

If you (applicant) is applying for **extension** of residence permits, you do not need to state the sponsors address in his/her home country.

Give name(s)	
Surname	
Date of birth	Nationality
Personal ID (if applicable)	Danish CPR number (if applicable)
Address in home country (Street and number)	Postal code, city and country
If the sponsor is currently in Denmark, provide the following information:	
Address in Denmark (Street and number)	Postal code and city
c/o (name)	Telephone number
Mobile phone number	Email address

If you (the applicant) is applying for **extension** of residence permits, you do not need to fill in the rest of section 5 and section 6. Go directly to section 7.

If you (the applicant) are an **accompanying child**, answer the following question:

Are both the child's parents (custody holders) to reside in Denmark?  Yes  No

If **no**, attach a signed consent from the other parent (custody holder) that the child may reside with the sponsor in Denmark, or documentation for fully custody.

**If you (the applicant) are an accompanying spouse/partner**

If you are an accompanying spouse/partner the sponsor must sign the declaration in appendix 3 that he/she has not been convicted of crimes against a spouse/partner in the past ten years. This is required by Danish law. The main applicant declares this by completing appendix 2. The appendix is not to be filled out, if you are applying for an extension of residence permit.

**If you (the applicant) are an accompanying child**

If you are an accompanying child, your parent (sponsor) must sign the declaration in appendix 1 about not having been convicted of crimes against minor children in the last ten years. This is required by Danish law. **Note:** If you parent has a spouse or a cohabiting partner, he/she also has to sign the declaration. This applies regardless of whether or not the spouse/cohabiting partner is your parent. The appendix is not to be filled out, if you are applying for an extension.

## 6. About your marriage

**PLEASE COMPLETE IN CAPITAL LETTERS**

You only need to fill out section 6 if you are an accompanying spouse. If you are an accompanying cohabiting partner, skip to section 7. If you are applying for an extension of your residence permit or you are an accompanying child, skip to section 8.

Danish legislation requires that we determine whether your marriage:

- is valid under Danish laws,
- was entered into at the free will of both spouses, and
- is pro forma, i.e. with the primary purpose of obtaining a residence permit for you.

Please note: According to Danish law, marriages conducted by proxy (where one or both spouses were not present during the ceremony) are invalid. Marriages conducted by a religious cleric and without legal authority are also considered invalid. Such marriages can therefore not be used as a basis for obtaining a residence permit as an accompanying spouse.

The questions below are intended to help us look into the above-mentioned conditions. We ask these questions in all cases, and we only ask questions that may be relevant for processing an application for residence permit.

When did you first meet your spouse?

How did you meet your spouse?

If you and your spouse met on the internet, when did you meet in person for the first time?

Did you decide for yourselves that you should marry?

Yes  No

If **no**, who decided it?

When was the decision made?

Have you lived together before you got married?

Yes  No

If **yes**, state where and in which periods:

If **no**, state how often you and your spouse made contact:

Did you plan your own wedding?

Yes  No

If **no**, who planned your wedding?

Where and when did you marry?

Were you both present at the ceremony?

Yes  No

If you have not lived together since you got married, state how often and under what circumstances you maintained contact with your spouse:

When did you last see each other?

Which language(s) do you speak together?

## 7. Information about cohabitation

PLEASE FILL OUT IN CAPITAL LETTERS

Section 7 should only be completed if you and the sponsor are not cohabiting partners. If you are married, skip to section 8. If you are applying for an extension of your residence permit, you do not fill out section 7.

You are eligible for a residence permit even if you are not married or a registered partner. Normally, in order to be eligible, you must document that you have been living together for at least 18 months. Acceptable documentation includes a joint lease agreement with both your names on, letters addressed to the same residence, a letter from a landlord, employers or civil registrar.

Furthermore, your cohabiting partner (the sponsor) must sign a declaration that he/she will support you during your stay in Denmark (Appendix 3).

State where and when you have lived together with the sponsor. **Documentation of your cohabitation must be enclosed.**

Address (street, number, postal code, city and country)	Period

## 8. Declarations and information

### A. Sworn declaration of correctness

I solemnly swear that the information I have given 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 pay back the expenses incurred by the Danish state as a consequence of the false or incomplete information (Aliens Act section 40).
- My 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 Immigration Service obtain information about my pure private affairs from other Danish authorities, including the police authorities, for the purpose of enabling them to process my application (Public Administration Act section 29).

Such information includes:

- Criminal conditions
- Health conditions
- Intern family conditions



- Social conditions

### **C. Information about data protection**

You can get information about how the Immigration Service and the Ministry of Foreign Affairs of Denmark process your data and about your rights in the fact sheet at the back of the form.

### **D. Notification that information can be passed on to Danish intelligence agencies and prosecuting authority**

The information and documents that you submit with your 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 you for crimes committed in Denmark or abroad, to identify victims of or witnesses to a specific crime, or to aid foreign law enforcement agencies.

### **E. Notification that relevant information will be passed on to local Danish authorities**

Danish immigration authorities are permitted to give certain information to the municipality in which you settle if you receive a residence permit.

Such information includes:

- The grounds for issuing you a residence permit.

The municipality will be informed if:

- Your residence permit is revoked or not extended.
- Your residence permit is found to have expired.
- Your residence permit is made permanent.

### **F. Information that some information will be passed on to your employer**

The Danish immigration authorities will inform your possible current and previous employers, who you have been working for within the last 3 months, if your application for residence permit is refused, if extension of your residence permit is denied, if the residence permit has lapsed or is being revoked (Aliens Act section 44a).

The immigration authorities can obtain information in the income registry (eIndkomst) about the salaries that have been paid to you within the last 3 months if necessary (Aliens Act section 44a).

### **G. Notification regarding possible verification by the authorities of the information you have supplied**

The Danish 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 you are granted a permit. If you are granted a permit and the Immigration Service finds that you no longer meet the requirements of your residence permit, your 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 of not meeting the requirements of your 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 your residence, place of study or workplace.

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

### **H. Information about the consequences for permanent residence, if you have worked against the establishment of your identity**

You are obligated to provide correct information about your identity. If you have worked deliberately against the establishment of your identity in connection with your application for residence permit/extension of residence permit, it could mean, that you cannot be granted a permanent residence permit in the future. This applies if you e.g. present falsified identity documents, or if you give untrue information about your name, date of birth (age), country of birth or citizenship.

### **I. Information about possible consequences if you apply for a residence permit while in Denmark on a visa (short term)**

If you are staying in Denmark on a visa (short term) and you submit an application for a residence permit in this country, you need to be aware that it may result in you becoming ineligible for a visa for five-years (Aliens Act section 4c).

However, the abovementioned consequence does not apply in the following cases:

- If you are a spouse or a child under 15 applying for family reunification (Aliens Act 9(1) para.1) or 2)).
- If you apply for a residence permit on the grounds of special conditions (Aliens Act section 9c(1) on the grounds of such family ties mentioned in 9(1) para.1) or 2)).
- If you apply for a residence permit on the grounds of studies or PhD studies (Aliens Act section 9i(1) or (2)).
- If you apply for a residence permit on the grounds of the cities of refuge program (Aliens Act section 9c(4)).
- If you apply for a residence permit on the grounds of work (Aliens Act section 9a(2) paras. 1) – 11) or subsection (3).
- If you apply for a residence permit on the grounds of work according to Denmark’s international obligations (Aliens Act section 9p(1), the first sentence).
- If you apply for a residence permit as a retired employee of an international organisation etc. or as an accompanying family member to a retired employee of an international organisation etc. (Aliens Act Section 9q(1), (2) or (3)).
- If you, after you have submitted the application, leaves the Schengen States in accordance with the validity of your visa.
- If there are decisive humanitarian reasons for allowing you to remain eligible for a visa.

These exceptions on apply if the reason for your application is genuine.

## 8. Signature – Applicant

**By signing below, I confirm that I have read, understood and accepted the terms laid out in section 8A-B, and that I have read and understood the terms laid out in section 8C-I.**

Name

Date and place

Signature

## 9. Signature - the custody holder

If you (applicant) are an **accompanying child** under the age of 16, the custody holder must normally also sign the application. If the custody holder is unable to sign the declaration, another person over 18 can sign on his/her behalf. In this case, a power of attorney must be attached.

**By signing below, I confirm that I have read, understood and accepted the terms laid out in section 8A-B, and that have read and understood the terms laid out in section 8C-I.**

Name and elation to the child

Date and place

Signature

## Power of Attorney for a third-party

If you (the applicant) wish to give another person the right to represent you as a third-party while the Immigration Service is processing your case, you can fill out and sign this power of attorney.

By signing the power of attorney, you give your third-party the right to e.g.:

- submit an application for a residence permit on your behalf,
- the right to the access documents in your case,
- issue a statement for the purpose of processing your case, and
- receive confidential information about your relations including your private affairs.

If you no longer wish to be represented by the third-party, you can always withdraw the power of attorney by writing to the Immigration Service.

## Information about the third-party

**PLEASE COMPLETE IN CAPITAL LETTERS**



Name	CPR number
Address	

<b>Power of Attorney</b>		<b>PLEASE COMPLETE IN CAPITAL LETTERS</b>
I (the applicant) hereby give full power of attorney to the person whose name is stated above. The person will represent me as a third-party while the Immigration Service is processing my case.		
Name		
Date and place	Signature	

Appendix 1: Solemn declaration that I have not been convicted of crimes against minor children

Appendix 1 is **only** to be completed if you (applicant) are an **accompanying child**. If several children by the same parents are applying for a residence permit, this declaration only needs to be filled out once.

In order for an accompanying child to get a residence permit in Denmark, the **child's parent** (sponsor) must solemnly declare that he/she has not been convicted of crimes against children in the last ten years. cf. the Danish Aliens Act, section 9 (23). He/she will do so by signing this declaration. **Note:** If the parent has a spouse or a cohabiting partner, he/she also has to sign the declaration, regardless of whether or not the spouse/partner is your parent.

I hereby solemnly declare that in the past ten years I have not been sentenced to imprisonment, suspended or otherwise, or other punishment for a criminal offence that involves or leaves open the possibility of imprisonment for violations of one or more of the following sections of the criminal code:

- sec. 210 (1) or (3), cf. (1), or sec. 213 – Offences against family relationships.
- sec. 215, 216, 218, 219, sec. 222 or sec. 223, sec. 224 (1) or 225, cf. sec. 215, 216, 218, 219, sec. 222 or sec. 223, sec. 224 (1), sec. 226, sec. 232, sec. 233 (1) and (2), sec. 233 a and sec. 235 – Sexual offences.
- sec. 237, sec. 243-246, sec. 250 – Offences of violence against the person.
- sec. 260, sec. 261, sec. 262 a (2) – Offences against personal liberty.
- sec. 266 – Threats.

If the children are granted a residence permit, and this declaration is later found to be false, the residence permit can be revoked as a consequence. Moreover, if my declaration is later found to be false, I am subject to

- a fine or imprisonment of up to two years (Criminal Code section 161 cf. Aliens Act section 40), and
- I can be required to reimburse the Danish state for expenses incurred as a result of the false information (Aliens Act section 40).

**By signing below I confirm that I have read, understood and accepted the contents of this declaration.**

Name (sponsor, the child's parent in Denmark)

Date and place

Signature (the sponsor)

Name (sponsor's spouse/cohabiting partner)

Date and place

Signature (spouse/partner)

## Appendix 2: Solemn declaration that I have not been convicted of crimes against a spouse/registered partner/cohabiting partner

Appendix 2 is **only** to be completed if you (the applicant) are an **accompanying spouse/partner**. The declaration must be signed by your spouse/ partner (the sponsor) - **not** you (the applicant).

In order for you to be granted a residence permit as an accompanying spouse/registered partner/cohabiting partner, your spouse/partner (sponsor) must solemnly declare that he/she has not been convicted of crimes against a spouse/registered partner/cohabiting partner in the past ten years, cf. the Danish Aliens Act, section 9 (13).

The sponsor can do so by signing this declaration.

I solemnly swear that I have not been found guilty of a serious criminal offence against a spouse, registered partner or cohabiting partner within the past ten years. 'Serious criminal offence' includes crimes for which I have been sentenced to imprisonment, suspended or otherwise, or other punishment of a criminal offence that involves or leaves open the possibility of imprisonment.

Such violations of the Danish Criminal Code include:

- sec. 213 – Offences against family relationships.
- sec. 216 (1), sec. 225, cf. sec. 216 (1), sec. 233 (1) and (2) or sec. 233 a – Sexual offences.
- sec. 237 or sec. 243-246 and sec. 250 – Offences of violence against the person.
- sec. 260, 261 and 262 a – Offences against personal liberty.
- sec. 266 – Threats.

If this declaration is later found to be false, my spouse's/registered partner's/cohabiting partner's residence permit can be revoked as a consequence. Moreover, if my declaration is later found to be false, I am subject to

- a fine or imprisonment of up to two years (Criminal Code section 161 cf. Aliens Act section 40), and
- I can be required to reimburse the Danish state for expenses incurred as a result of the false information (Aliens Act section 40).

**By signing below I confirm that I have read, understood and accepted the contents of this declaration.**

Name (sponsor in Denmark)

Date and place

Signature (the sponsor)

### Appendix 3: Declaration that the sponsor will support the applicant

**PLEASE COMPLETE IN CAPITAL LETTERS**

Appendix 3 is to be completed **only** if you (the applicant) are an **accompanying cohabiting partner** i.e. you are not married/registered partner to your sponsor.

The declaration is to be completed by your cohabiting partner (the sponsor) - **not** you (the applicant).

A spouse/registered partner to an accompanying spouse/registered partner is required under Danish law to financially support his/her spouse/registered partner during their stay in Denmark.

When you are **not** married or a registered partner your cohabiting partner (sponsor) must be willing to accept this obligation. This is a requirement for granting you a residence permit as an accompanying cohabiting partner.

By signing this declaration, your cohabiting partner (sponsor) agrees to accept this obligation.

I, (name)

Danish CPR number (if applicable)

Address

hereby declare that I will assume full responsibility for supporting:

Name

Date of birth

Nationality

Alien Identification Number (udl.nr.)/Personal ID (if applicable)

for as long as he/she holds a temporary residence permit in accordance with section 9 (1) (i) or section 9c (1) of the Danish Aliens Act, based on his/her relation to me.

I understand that signing this declaration is a requirement for my cohabiting partner to be granted a residence permit, cf. section 9 (3) or section 9c (1) subsection 2 of the Aliens Act.

Furthermore, I am aware that if my cohabiting partner receives public assistance under the terms of the Active Social Policy Act or the Integration Act, that the local council (kommunalbestyrelsen) will require that I reimburse the municipality (kommune), and that if I fail to pay, the local council will collect payment from me in accordance with legislation governing the collection of income tax, cf. the Aliens Act section 9 (26).

Finally, I am aware that if my cohabiting partner requires long-term assistance, the National Social Security Agency can decide to expatriate him/her, cf. section 3 of the Active Social Policy Act. If this occurs, my cohabiting partner's residence permit will be revoked, cf. section 18 of the Aliens Act.

Date and place

Signature

## Did you remember everything?

If your application 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 can be found at [www.newtodenmark.dk/us-times](http://www.newtodenmark.dk/us-times). If your 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 to verify that the application is complete and correct.

## Checklist – accompanying spouse/partner

**Before submitting the application, please make sure that you (the applicant) have enclosed the following documents:**

- Documentation for payment of fee.
- Copy of passport (all pages containing information including the front page).
- Proof of marriage/registered partnership. Do **not** attach this if you are applying for extension of residence permit.
- Proof of cohabitation (if applicable). **Only** to be enclosed if you (the applicant) are an accompanying cohabiting partner i.e. you are not married or a registered partner to the sponsor. Do **not** attach this if you are applying for extension of residence permit.
- Declaration that the sponsor has not been convicted of crimes against a spouse/registered partner/cohabiting partner (Appendix 2). The declaration must be signed and dated by your sponsor. Do **not** attach this if you are applying for extension of residence permit.
- Declaration that the sponsor will support you (the applicant) (Appendix 3). **Only** to be enclosed if you are **not** married or in a registered partnership. The declaration must be signed and dated by your sponsor. Do **not** attach this if you are applying for extension of residence permit.

**It is important that you (the applicant) have**

- written your case order ID in section 1.1,
- answered all questions in section 1-6, and have
- signed and dated the application in section 8.

## Checklist – accompanying child

**Before submitting the application, please make sure that you (the applicant) have enclosed the following documents:**

- Documentation for payment of fee.
- A copy of the child's passport (all pages containing information including the front page).
- The child's Certificate of Personal Data (birth certificate) (name of the parents must be stated in the certificate). Do **not** attach this if you (the child) are applying for **extension** of residence permit.
- Proof of consent from the other parent. Only in cases of joint custody where the child's other parent will **not** reside in Denmark. Do **not** attach this if you (the child) are applying for **extension** of residence permit.
- Declaration that you and the sponsor have not been convicted of crimes against minor children (appendix 1). The declaration must be signed and dated by both parents. Do **not** attach this if you (the child) are applying for **extension** of residence permit.

**It is important that you (the applicant) have**

- written your case order ID in section 1.1,
- answered all questions in section 1-6, and have
- signed and dated the application in section 8 and/or section 9.

## Biometric features required on residence cards - accompanying spouse/partner

If you submit your application in Denmark or in a country where Denmark has a diplomatic mission, you must appear in person to have your digital facial image and fingerprints (biometric features) recorded.

If you submit your application at the diplomatic mission of a country with which Denmark has a representation agreement, you must appear in person to submit one facial image. Upon arrival in Denmark, your biometric features will be recorded.

If you send your application by post 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 a set deadline** of the application being submitted. If you reside in a country where Denmark has a representation agreement with another country's diplomatic mission, you must appear in person to submit one facial image **within a set deadline** of submitting your application. When you appear to have your biometric features recorded or to submit your facial images, please remember to bring a photocopy of the first three pages of your completed application form. This will allow the immigration authorities to match your biometric features with the application. **Please note** if you refuse to get your facial image or fingerprints recorded in connection with submitting the application, your application will be **rejected**.

Please **bring your passport** or other form of travel documentation when having your biometric features recorded or when submitting your facial images. In addition to your biometric features, your signature will also be recorded. Facial images and fingerprints are stored on a microchip embedded in the residence card. If you are not physically capable of providing fingerprints, you are exempt from the requirement to be fingerprinted.

If you are in **Denmark**, biometric features can be recorded at the Immigration Service's Citizen Service. You must book an appointment before you show up at the Citizen Service. Read more about where the Immigration Service's Citizen Service has branch offices and how you book an appointment at [www.newtodenmark.dk/visit-us](http://www.newtodenmark.dk/visit-us).

If you are to submit the application **abroad** please note that you must check the website of the Danish Ministry of Foreign Affairs: 'Where to apply' at [www.um.dk/en/travel-and-residence/where-to-apply](http://www.um.dk/en/travel-and-residence/where-to-apply) for information as to where you may submit your biometric features. Please note that for many locations you must present yourself in person at a Visa Application Centre (VFS) and that you must book an appointment before you show up.

Note that Denmark does not have diplomatic missions in all countries of the world and that representation agreements have been signed with other countries. In such cases, you must seek relevant information from the representing mission, cf. above link.

Read more about residence cards and biometric features at [www.newtodenmark.dk/residencecard](http://www.newtodenmark.dk/residencecard)

## Biometric features required on residence cards - accompanying child

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.

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 one facial image. Once the child arrives in Denmark, his/her biometric features must be recorded for the residence card.

If the child's application is sent by post or submitted by a third-party such as a lawyer, the child must appear in person to have his/her biometric features recorded **within a set deadline** 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 one facial image **within a set deadline** of the application being submitted. If the child's application has been sent by post or submitted by a third-party such as a lawyer, please 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** if the child refuses to get his/her facial image or fingerprints recorded in connection with submitting the application, your application will be **rejected**.

When having the child's biometric features recorded, please **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. If the child is not physically capable of providing fingerprints, the child is exempt from the requirement to be fingerprinted.



If the child is in **Denmark**, biometric features can be recorded at the the Immigration Service’s Citizen Service. You must book an appointment before you show up at the Citizen Service. Read more about where the Immigration Service’s Citizen Service has branch offices and how you book an appointment at [www.newtodenmark.dk/visit-us](http://www.newtodenmark.dk/visit-us).

For children living **abroad** please note that you must check the website of the Danish Ministry of Foreign Affairs: ‘Where to apply’ at [www.um.dk/en/travel-and-residence/where-to-apply](http://www.um.dk/en/travel-and-residence/where-to-apply) for information as to where you may submit your biometric features. Please note that for many locations you must present yourself in person at a Visa Application Centre (VFS) and that you must book an appointment before you show up.

Note that Denmark does not have diplomatic missions in all countries of the world and that representation agreements have been signed with other countries. In such cases, you must seek relevant information from the representing mission, cf. above link.

If the child **does not** request a residence card, you have to submit one passport photo. 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.

Read more about residence cards and biometric features at [www.newtodenmark.dk/residencecard](http://www.newtodenmark.dk/residencecard).

### For official use only – Comments and forwarding endorsements

Names and passport information in compliance with shown documentation of identity

Enclosed:

Copy of passport

Proof of marriage/registered partnership

Documentation for payment of fee.

Proof of cohabitation

Other

Comments

If the application is submitted at a Danish diplomatic mission but the decision needs to be sent to another diplomatic mission/address, then the address has to be given here.

PLEASE REMEMBER TO COMPLETE ‘FOR OFFICIAL USE ONLY’ ON PAGE 3 OF THIS FORM

## Information about data protection in the Danish Immigration Service

### Data controller

The Immigration Service is responsible for processing the personal data you provide in this application form and for the data about you we receive in connection with processing the case. Our contact information is: Danish Immigration Service, Farimagvej 51A, 4700 Næstved, CVR-nr.: 77940413, telephone: +45 35 36 66 00, [www.newtodenmark.dk](http://www.newtodenmark.dk)

### Data protection officer

If you have questions about how we process your personal data, you can contact our data protection officer who has the following contact information: Danish Immigration Service, Farimagvej 51A, 4700 Næstved, Att: Databeskyttelsesrådgiver/Data protection officer

You can also write to our data protection officer via Digital Post (e-Boks) or through our contact form at [www.newtodenmark.dk/contact-us](http://www.newtodenmark.dk/contact-us).

### Purpose and legal basis

Your data are collected in order to process your application for residence and the possible following residence in Denmark and to control the requirements for this.

The legal basis for processing your personal data is:

- provisions of the Aliens Act (udlændingeloven), in particular: section 1 (relating to entry into Denmark and residence)
- the General Data Protection Regulation (GDPR) 6.1(c) (relating to the processing of data in order to comply with a legal obligation to which the controller is subject) and 6.1 (e) (relating to the exercise of official authority vested in the Immigration Service by the Aliens Act)
- GDPR 9.2 (f) (relating to the necessity of processing in order to establish, exercise or defend legal claims)
- The Data Protection Act section 8 (relating to the administration only being allowed to process information about criminal offences if it is necessary for the official authorities' tasks).

You are obligated to provide the information necessary for deciding whether you are 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 your residence permit in jeopardy (Aliens Act section 60).

The information you supply or have supplied in connection with your 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 your residence. If you receive a residence permit, it 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.

### Types of personal data

We process the following types of data about you:

- General personal data, such as: information about your identity; citizenship and nationality; travel routes; information about your family; memberships of associations; financial information; information about your refugee status; and whether you have committed any legally punishable offences
- Sensitive personal data, such as: political opinions or religious beliefs; health information and biometric data collected for the purpose of establishing your identity.

### Recipients and categories of recipients

The Immigration Service can, in certain situations, share your data with other authorities. We regularly share data with: the police, municipal authorities, the Danish Security and Intelligence Service and the Danish Defence Intelligence Service (in accordance with section 45 a of the Aliens Act), the public prosecutor (in accordance with section 45 c of the Aliens Act), the Immigration Appeals Board, the Refugee Appeals Board, the Ministry of Immigration and Integration, the Danish Return Agency, the Danish Agency for International Recruitment and Integration, the Danish Parliament, and the Foreign Ministry, in particular the embassies and consulates.

In addition, regarding the exchange of data, we may share your data with other Schengen countries and Schengen associated countries.

Data are shared when it is necessary for the Immigration Service to exercise our official authority, including when we are legally obliged to share data.

In certain situations, the Immigration Service may provide data to a third-party data processor. In addition, other authorities and private organisations can have access to this information (Aliens Act section 44a). In isolated cases, the Immigration Service will share data with other public authorities, private-sector organisations and foreign organisations and authorities.

### Origin of information

The Immigration Service processes the personal data you have provided in this application form and data you may provide at a later point in the case process.

In addition, we will process data obtained from:

- any of your possible previous cases with the Immigration Service,

- searches in databases, such as: the Civil Registration System, the income register (eIndkomst), the Central Register of Buildings and Dwellings (BBR), the Central Crime Register (KR), the Central Passport Register and the Schengen Information System (SIS),
- other authorities, such as: the police, municipal authorities, the Danish Agency for International Recruitment and Integration, the Immigration Appeals Board, the Refugee Appeals Board, the Danish Security and Intelligence Service, The Ministry of Immigration and Integration, the Danish Return Agency, and the Foreign Ministry, in particular the embassies and consulates,
- third-parties, such as: employers and educational institutions, and
- the person who is sponsoring your application, as well as any previous cases the person may have had at the Immigration Service.

## Storage of data

The Immigration Service will store your data for as long as it is necessary for us to establish or defend a legal claim to residence.

Data submitted as part of an immigration-related matter can be stored for use by the Immigration Service at a later date. The data stored by the Immigration Service can be used in applications to extend a residence permit, when revoking a residence permit, when lapsing a residence permit, applications for permanent residency, applications for naturalisation, when revoking citizenship and in your children's cases, or in the event they may be involved in an application for family reunification.

If data can be deleted at an earlier point, deletion will be considered. Similarly, access to data can be restricted.

Finally, it should be mentioned that data will also have to be transferred to the National Archives within 30 years, in accordance with section 13 of the Archive Act (arkivloven).

If you have your finger prints 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 are stored for 10 years. If you are not granted a residence permit, your fingerprints and photo are stored for 20 years. If you are granted Danish citizenship, your fingerprints and photo will be deleted.

If the immigration authorities decide that you do not have the right to stay in Denmark, the biometric data will be transferred to the Schengen Information System (SIS), which is a central EU system where the Schengen countries share and exchange information. This system has been set up for, among other things, cooperation and exchange of information between immigration authorities and other Schengen countries. The information is stored in the SIS until you are registered as having departed from Denmark or another Schengen country.

You can read more about Schengen countries and Schengen associated countries at [www.newtodenmark.dk/schengen](http://www.newtodenmark.dk/schengen)

## Consent

The Immigration Service does not request consents in order to process personal data, as is otherwise required by the GDPR, since processing authority is granted by 6.1 (e) and 9.2 (f) of the GDPR (see section 3).

You may be asked for legal consent. Such a consent is not the basis for the specific procession of personal data but is instead a warranty provision in accordance with e.g. the Public Administration Act (forvaltningsloven) or the Aliens Act.

## Rights

Under the GDPR, you have certain rights:

- You have the right to access which data about you the Immigration Service is processing.
- You have the right to request that corrections are made to personal data about you that you feel are inaccurate.
- In special situations you have the right to have data about you deleted or to restrict the processing of your personal data, if the data is no longer necessary for the processing of your case.
- You have the right to object to otherwise legal processing of your personal data.

You can read more about your rights in the Danish Data Protection Agency's guidance about the GDPR at [www.datatilsynet.dk](http://www.datatilsynet.dk). If you would like make use of your rights under the GDPR, contact the Immigration Service.

## 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. Information about how to do so is available at [www.datatilsynet.dk](http://www.datatilsynet.dk)

## Information about data protection in the Ministry of Foreign Affairs of Denmark

The Ministry of Foreign Affairs of Denmark is responsible for the processing of personal data, when the Ministry or a Danish Diplomatic Missions (Embassy or General Consulate) assists the Danish Immigration Service in matters regarding the Aliens Act.

### Data controller

The Ministry of Foreign Affairs of Denmark is the data controller of the processing of data collected from the application form and data collected from your case, when your application is submitted to a Danish Diplomatic Mission or a private company that has made an agreement with a Danish Diplomatic Mission or the Ministry of Foreign Affairs of Denmark regarding the handling of certain administrative tasks regarding residency. The Ministry of Foreign Affairs of Denmark is also the data controller, when the Ministry or the Danish Diplomatic Mission (Embassy or General Consulate) exercises tasks regarding the processing of your case – including interviews, DNA-tests and verification of documents.

### Data Protection Officer

If you have questions about the processing of your personal data done by the Ministry of Foreign Affairs of Denmark, please contact our Data Protection Officer: Ministry of Foreign Affairs of Denmark, Asiatick Plads 2, DK-1448, Copenhagen K, Att. *Data Protection Officer*, e-mail: [dpo@um.dk](mailto:dpo@um.dk)

### Purpose and legal basis

The purpose of collecting personal data and the legal basis for the processing of your data corresponds to the purposes and legal basis of the processing done by the Danish Immigration Service – see 'Information about data protection in the Danish Immigration Service' above.

### Types of personal data

The Ministry of Foreign Affairs of Denmark process the same category of data as the Danish Immigration Service – see 'Information about data protection in the Danish Immigration Service' above.

### Recipients or categories of recipients

The Ministry of Foreign Affairs of Denmark transfers the collected data to the Danish Immigration Service.

The Ministry of Foreign Affairs of Denmark, including the Diplomatic Missions, may in some cases transfer your data to a data processor, who will then process your data on the behalf of the Ministry of Foreign Affairs of Denmark and the Diplomatic Missions.

The Ministry of Foreign Affairs of Denmark may also transfer your data in certain isolated cases to other public authorities, private-sector organizations, foreign organizations and authorities in relation to the verification of documents.

### Origin of information

The Ministry of Foreign Affairs of Denmark processes the personal data you have provided in this application form and data you may provide at a later point in the case process.

### Storage of your data

The Ministry of Foreign Affairs of Denmark will store your data for as long as it is necessary in order to exercise the Ministry's responsibilities in relation to the case process. As a main rule the Ministry will store your data in our filing systems for 5 years where they will be erased subsequently. In isolated cases we may store your data for a longer period of time. In this case the data will have to be passed on to the National Archives within 30 years (section 13 of the Archive Act (arkivloven)).

If you have your finger prints and facial photo taken for the use of your residence card when you apply for residency at a representative or a private company, your finger prints and facial photo will be stored in the filing systems of the Ministry of Foreign Affairs of Denmark. This information will be erased after 30 days from when a decision has been made in your case or at latest 2 years after collected.

### Consent

We refer to the paragraph on consent in 'Information about data protection in the Danish Immigration Service' above.

### Rights as a data subject

We refer to the paragraph on rights in 'Information about data protection in the Danish Immigration Service' above. You have the same rights for the processing done by the Ministry of Foreign Affairs of Denmark. If you wish to invoke your rights regarding the processing done by the Ministry of Foreign Affairs of Denmark, please contact the Ministry of Foreign Affairs of Denmark.

### 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 the Ministry of Foreign Affairs of Denmark process your personal data. Information about how to do so is available at [www.datatilsynet.dk](http://www.datatilsynet.dk).