

Form 3 B

Protocol Department, Ministry of Foreign Affairs, Copenhagen				For Protocol Department only	
Registration at the Protocol Department of internationally recruited EU/EEA/Swiss Officials to International Organizations in Copenhagen who have already registered with the State Administration and with a resident CPR number				CPR nr.:	
				Opholdskort nr.:	
				ID kort nr.:	
				Periode:	
Copy of passport(s) and two identical new passport size photos to be forwarded					
1. Name of Organisation					
2. Last Name(s) – as in passport					
3. First Name(s) – as in passport					
4. Date of birth	Date:	Month:	Year:	Nationality	
5. Residence CPR			Date of registration		
6. Passport	Passport type		Date of issue		
7. Arrival and duty in Denmark	Date of arrival		Date of taking up duty		
8. Previously residing in Denmark	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, when?				
9. Category	Head of Organisation <input type="checkbox"/> Diplomatic Level <input type="checkbox"/> Administrative and Technical/P-Staff <input type="checkbox"/> General Staff / Service Staff <input type="checkbox"/>				
10. Title				Employment level:	
11. Position in the Diplomatic List	After:			Not to be listed: <input type="checkbox"/>	
12. MOMS/VAT reimbursement	Eligible for MOMS/VAT reimbursement Yes <input type="checkbox"/> No <input type="checkbox"/>			Email address for PRO-Moms user account	
13. ONLY FOR DIPLOMATS Accompanied by the following family members forming part of the household (if necessary, please use the back) All accompanying family members must fill in their own form					
Name	Relationship	Nationality		Date of birth	
14. Organisation's contact person	Name:	Telephone:		E-mail:	

Application for Residence Card or ID Card

15. Two specimen signatures in black ink of the applicant within the spaces provided		
--	--	--

The Protocol Department must be informed by Note Verbale of changes in the above information, the termination of duty and final departure of any member of the Organisation. On final departure, the residence/ID card must be returned to the Protocol Department.

Date:	Stamp of Organisation:	Photo of applicant One photo affixed. One photo enclosed. Requirements for photo: Full frontal. Color and of high quality. Measurements min. 32x40 mm, max. 35x45 mm, from eye to tip of chin 13 mm, must show forehead and hair line
Signature of the Head of Organisation:		