

Form 3

Protocol Department, Ministry of Foreign Affairs, Copenhagen				For Protocol Department only	
Registration of internationally recruited Officials of International Organizations with office in Copenhagen				CPR nr.:	
Copy of passport(s) and two identical new passport size photos to be forwarded				Opholdskort nr.:	
				ID kort nr.:	
				Periode:	
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:	Place of Birth	
5. Nationality			Danish CPR No./Secondary Nationality – if any		
6. Passport	Passport type		Date of issue		
7. Civil status	Single, Married, Divorced etc		Date and place of marriage/ civil partnership		
8. Arrival and duty in Denmark	Date of arrival		Date of taking up duty		
9. Private address in Denmark				Telephone no.	
10. Previously residing in Denmark	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, when?				
11. Category	Head of Organisation <input type="checkbox"/> Diplomatic Level <input type="checkbox"/> Administrative and Technical Level <input type="checkbox"/> General Staff / Service Staff <input type="checkbox"/>				
12. Title				Employment level:	
13. Position in the Diplomatic List	After:			Not to be listed: <input type="checkbox"/>	
14. Name and category of predecessor					
15. MOMS/VAT reimbursement	Eligible for MOMS/VAT reimbursement Yes <input type="checkbox"/> No <input type="checkbox"/>			Email address for PRO-Moms user account	
16. 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		
18. Organisation's contact person	Name:	Telephone:	E-mail:		

Application for Residence Card or ID Card

19. Two specimen signatures in black ink of the applicant within the spaces provided		
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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. Colour 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:		

