

All fields must be filled in. If not relevant please mark "N/A".

Form 4

Protocol Department, Ministry of Foreign Affairs, Copenhagen				For Protocol Department only	
Registration of locally recruited staff members of Diplomatic Missions and International Organisations resident in Denmark				CPR nr.:	
				ID kort nr.:	
				Periode:	
1. Name of Mission/Organisation					
2. Last Name(s)					
3. First Name(s)					
4. Date of birth		Date:	Month:	Year:	Place of Birth
5. Nationality			Danish CPR No. / Secondary Nationality		
6. Date of employment					
7. Job function / Title / Employment level					
8. Position in the Diplomatic List		After (name/title):			Not to be listed: <input type="checkbox"/>
9. Name and title of predecessor					
10. Mission's/Organisation's contact person		Name:	Telephone:		E-mail:

Application for ID Card

2 identical new passport size photos to be forwarded

11. 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 any changes in the above information and of the termination of duty of locally recruited staff members of the Mission/Organisation. ID card(s) **must** be returned to the Protocol Department.

Date:	Stamp of Mission/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 Mission/Organisation:		