



**Upon completion, please send to: [expatruling@nl.gt.com](mailto:expatruling@nl.gt.com) & [rens.jongerius@nl.gt.com](mailto:rens.jongerius@nl.gt.com)**

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### 1. Personal data employee

Surname and first name(s) .....

Nationality and Date of birth (dd-mm-yy) .....

Marital status single/married/divorced/joint household

Dutch address .....

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Telephone number .....

Email-address employee .....

Dutch fiscal number ("BSN" / "SoFi-nummer") .....

*Personal data of Partner, only required if partner is also coming to the Netherlands*

Surname and first name(s) of partner .....

Nationality and Date of birth (dd-mm-yy) of partner .....

Date of arrival in the Netherlands (dd-mm-yy) .....

*Personal data of Children, only required if partner is also coming to the Netherlands*

Name(s) and date of birth(s) (dd-mm-yy) .....

### 2. Background

Last foreign address .....

.....

Did you reside within 150 kilometres of the Dutch border  
in the last 24 months? .....yes/no

*If yes, please provide name country and city, addresses and period(s).....*  
.....

Have you ever worked in the Netherlands in the last 25 years? .....yes/no

*If yes, please indicate the start & end period(s) (dd-mm-yy).....*  
.....

Have you ever been present in the Netherlands for purposes e.g. holiday, family visits, unemployed  
presence or other personal reasons in the last 25 years? .....yes/no

*If yes, please indicate the period(s) (dd-mm-yy) .....*

**3. General employment data**

Are you seconded from abroad .....yes/no

Date of arrival in the Netherlands (dd-mm-yy) .....

First working day in the Netherlands (dd-mm-yy) .....

Occupation/job title & brief description .....

Optional; if assigned: name foreign entity .....

Optional; date you joined the foreign entity .....

Registered as statutory director with the Chamber of Commerce .....yes/no

**4. Employer data**

Name Dutch company / branch **HCL Technologies B.V.**

Address Dutch company/branch WTC 6<sup>th</sup> Floor Tower C,  
Prinses Beatrixlaan 532 (2595 BM) Den Haag

Contact person at the company Ms W. Geerlinks

Email address of the contact person wilma.g@hcl.com

Wage tax number Dutch of company ("loonheffingenummer") **8531.89.754.L.01**

Dutch sector code & branche ("sectorcode") 44

**5. Required documents**

<b>Please enclose the following documents</b>	<b>Y/N</b>
• Copy of employee's passport	
• Copy of residence / work permit (as a knowledge migrant), if applicable	
• Copy of the employee's updated curriculum vitae (C.V.) incl. employment periods (start/end dates) and country/ies where employment was performed	
• Copy of the employee's employment/assignment contract	
• Addendum to the employment contract signed by employer and employee	
• Copy of certificate(s) of Masters and/or PhD degree, if applicable	
• Copy of institutional documents ( <i>only for scientists/researchers/specialist doctors</i> )	
• Copies of documents that support that the employee lived abroad (at least 150km away from the Dutch border for at least 16 of the last 24 months) prior to entering the Netherlands, such as: <ul style="list-style-type: none"> <li>➢ Documents of registering and de-registering at local authorities, e.g. a city hall (or other governmental institution) abroad;</li> <li>➢ Bank statements with cash withdrawals/debit payments (1 per month)</li> <li>➢ Lease or purchase contract of a house/apartment abroad in combination with payment proof in this respect;</li> <li>➢ Energy bills;</li> <li>➢ Payments of municipal taxes per month/year, if applicable.</li> </ul>	



### 6. Comments / questions