Registering a move abroad

With this form you can register a move abroad.

Entry fields with an * are obliged.

Please attach copies of a valid identity document of all persons who have to sign the form.

For whom do you want to register the move?*
- For myself (go to 1)
- For someone else (go to 2)

1. You want to register your move

When are you going to move?*
Date of move

Do you live alone at your current address in Leiden?*
- Yes
- No

If your answer is ‘no’, which situation applies to you?*
Are not all family members moving abroad? Then the family members who do move must visit the municipality. Make an appointment online or contact the municipality of Leiden via 14071.

- I leave with my complete family
- Some family members will stay at the current address

Does someone else move with you? For example a friend with whom you live together? In that case he or she should register the move him/herself.
Children who will move to this new address can only be registered by one of both parents.
Your personal data*
Firstname* ________________________________
Surname* ________________________________
Citizen service nr. (BSN)* __________________
Date of birth* _____________________________
Telephone number __________________________
Email address* ____________________________

The current address from which you move?*
Street name and house nr. __________________
Postal code _______________________________
Town Leiden

What will be your new address abroad?*
When you are in doubt about the notation of a foreign address? You can find the correct notation of an address for any country in the world at the website Universal Postal Union.

Street name en house nr. ________________________________
Postal code ________________________________
Town ________________________________
Country* ________________________________
2. You want to register a move for someone else

When is this person going to move?*
Date of move

What is your relationship to this person?*
☐ I am a curator
☐ I am a parent, custodian or legal guardian of a child or children under the age of 16

Who is going to move? Data of this person*
First name*
Surename*
Citizen Security nr. (BSN)*
Date of birth*
Telephone number
Email address*

The current address from which this person moves?*
Street name en house nr.*
Postal code*
Town
Leiden

What will be the new address abroad?*
When you are in doubt about the notation of a foreign address? You can find the correct notation of an address for any country in the world at the website Universal Postal Union.

Street name en house nr.*
Postal code*
Town
Country*
Will other co-residents (such as your partner or children) move to the new address abroad?*

*In case there is we need more information about the other person(s) moving to the new address abroad.

☐ Yes
☐ No

3. Fill in the personal details of co-resident(s) who will move to the new address

The following family members will move to the new address:

*Fill in details of your spouse, registered partner and/or children.

First name*
Surname*
Citizen Service nr. (BSN)*
Date of birth*

First name*
Surname*
Citizen Service nr. (BSN)*
Date of birth*

First name*
Surname*
Citizen Service nr. (BSN)*
Date of birth*

First name*
Surname*
Citizen Service nr. (BSN)*
Date of birth*

First name*
Surname*
Citizen Service nr. (BSN)*
Date of birth*
Which adult(s) moves/move to the new address abroad?

Details of this/these person(s)*
The following adult(s) move to the new address.
These persons have to sign the form underneath ‘Signature other adults’

First name* ____________________________________________
Surname* ____________________________________________
Citizen Service nr. (BSN)* ______________________________
Date of birth* _________________________________________

First name* ____________________________________________
Surname* ____________________________________________
Citizen Service nr. (BSN)* ______________________________
Date of birth* _________________________________________

Please check
• Check if all fields are filled in correctly, if all details are correct and all documents are uploaded.
• Attach copies of a valid identity document of all persons who have to sign the form.
• If some information is missing, we will contact you. In that case, be aware that it will take longer to process your request.

Declaration and signature
• I declare that I fully and correctly provided information above.

Town __________________________ Date ______________________
Signature __________________________
Declaration and signature other adults (in case applicable)

- I declare that I fully and correctly provided information above.

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