

This section is filled in by KVK.



Datum ontvangst

KVK-nummer

Declaration of consent

Why use this form?

By filling in this form, you give the owner or an official of a company or legal entity permission to use your home address in the Business Register. To give this permission, you must either be registered at the address in the Personal Records Database (BRP) or be the owner of the home according to the Land Registry Office (Kadaster).

The owner or official then uses the declaration of consent to register your home address in the Business Register. Either as the visiting address or postal address of the business. They can only use a declaration of consent if the company or legal entity does not have a rental, service, or purchase agreement for the residential address. The company or legal entity must actually use your home address.

Do you have any questions?

If you have any questions, visit kvk.nl/en/contact. Or read more about the [declaration of consent](#) on kvk.nl.

About the English version of this form

Although this declaration is in English, it needs to be understandable for all parties concerned, as well as for the KVK employee who processes it. For that reason, you have to fill in question 2.4 (activities, products, services) in Dutch or in English and Dutch. If you print out this form and find that you have made a mistake, simply cross out the wrong answer and write in the correct answer. Also put a handwritten signature next to any changes.

About the Business Register

The Business Register Act (*Handelsregisterwet*) states that legal entities and businesses must notify KVK of changes to their details. The information you fill in on this form is entered in the KVK Business Register. This register is public. Others can view the data. You can also use it to [request information](#). For example, about a company you want to do business with. This is how the Business Register helps you do business securely.

1 Details of the person giving consent

About section 1

Fill in your details if you are the resident or owner who is giving consent for use of the residential address. Also fill in the address details.

1.1 What is your name?

First name(s):

Surname:

1.2 For which residential address are you giving consent?

Street name and house number:

Postal code:

Town/city:

1.3 Are you the resident or owner of this residential address?
> You can select more than 1 answer.

I live at this address.

I own the property at this address.

2 Details of the person receiving consent

About section 2

This section is about the company or legal entity that will use your address. Fill in the details of the owner or official of the company or legal entity you are giving consent to use your address. Include the KVK number, if they already have one.

Also mention the activities, products, or services the company or legal entity provides. KVK will assess whether these are permitted at your residential address.

2.1 What is the name of the person you are giving consent to?

First name(s):

Surname:

2.2 What is the name of the company or legal entity of this person?

Name of the company or legal entity:

2.3 Is the company or legal entity already registered at KVK?

No

Yes, the KVK number is:

2.4 What are the activities, products, or services the company or legal entity provides?

The activities, products, or services are:

> Please enter this answer in Dutch.

3 Details of your consent

About section 3

This section is about how the company or legal entity will use your address. Here you say how the person who is receiving consent will use this residential address. And from which date.

3.1 What will the company or legal entity use this residential address for?

Visiting address

Postal address

Visiting and postal address

3.2 From which date will this declaration of consent take effect?

> Please enter the date as: dd-mm-yyyy (day-month-year).

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4 Signature

About section 4

The person giving consent to use their residential address signs the form.

- 4.1 By signing this form, you confirm that all the information provided is correct. You also confirm that you are aware of the risks associated with giving consent to a company or legal entity to use your address. You can read more about the risks on the [KVK website](#).

Town/city:

Date:

> Please enter the date as: dd-mm-yyyy (day-month-year).

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Handwritten signature of the person giving consent (not a copy or scan):

Give this declaration of consent to KVK

Registering a new company

Does the person receiving consent have an appointment with KVK to register a company or legal entity in the Business Register? Then they must bring this completed and signed declaration of consent with them.

The person registering the new company must also bring a copy of a valid proof of identity of the person giving consent. Only the document number, name, date of birth, and signature may be visible on the copy. The photo must be made unrecognisable.

Changing the address of a company

The person receiving consent can [change the visiting or postal address](#) of a company or legal entity online and send the necessary documents by post. Or they can report a change of address by sending [Form 14](#) by post to KVK.

In both situations, include a copy of a valid proof of identity of the person giving consent with this declaration of consent. Only the document number, name, date of birth and signature may be visible on the copy. The photo must be made unrecognisable. Find our postal addresses online at kvk.nl/addresses.