

## Notification change of address

### Where can this form be used for?

- For moving in Gorinchem
- For moving to Gorinchem from another Dutch municipality
- Emigration

For moving to Gorinchem from a foreign country you need to make an appointment.

For applying for a postal address, you can fill in the form "aangifte briefadres".

### When must a change of address be reported?

- Within five days after the relocation. For emigration within five days prior to your departure.
- You can report your change of address up to four weeks before the moving date.

### Parking permit

#### *Within the permit area:*

Do you have a parking permit and are you moving? Then your parking permit needs to be updated. You can change this via the online parking counter on our website.

#### *Outside the permit area:*

If you move to a different permit area, cancel your current parking permit and apply for a new one for your new address.

**Incorrectly completing a moving declaration is punishable under Article 4.17 of the Personal Records Database Act (Wet BRP). It is also a criminal offense to register people at your address who are not resident there, for purposes such as receiving higher student grants, higher benefits, or other enrichment. The Personal Records Database Act (Wet Basisregistratie Personen) outlines your obligations as a citizen. The municipality may impose an administrative fine if you fail to provide information or comply with certain obligations.**

**The fine may vary, but the maximum is €325.**

### 1. What are your personal details?

Surname \_\_\_\_\_

Given name(s) \_\_\_\_\_

Date of birth \_\_\_\_\_ BSN \_\_\_\_\_

Telephone number \_\_\_\_\_

E-mail address \_\_\_\_\_

### 2. What is your old address?

Street \_\_\_\_\_ House number \_\_\_\_\_

Postal code \_\_\_\_\_ Town/City \_\_\_\_\_

### 3. What is your new address?

Moving date \_\_\_\_\_

Street \_\_\_\_\_ House number \_\_\_\_\_

Postal code \_\_\_\_\_ Town/City \_\_\_\_\_

Country \_\_\_\_\_

### 4. Who is moving with you to the new address?

Are you moving together from the old to the new address?

Then you can report the change of address for:

- Your husband/wife;
- Your child(ren);
- Your registered partner;
- Your parent(s).

**All other people who are also moving must report the change of address themselves.**

Surname	Given name(s)	BSN-number	Signature (from 16 years old)
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

**5. How many people will live at the new address after you move? Please include yourself as well.**

Number of people \_\_\_\_\_

*Are you suspecting that one or more people are wrongly registered at your new address? And do they no longer live there? Report this to the Municipality of Gorinchem via our website. Once the request for an address investigation is received, the municipality will conduct a further investigation.*

**6. Do you rent a room or studio?**

- Yes      You need to include a copy of your rental agreement
- No

**7. Are you the owner of the home or do you have your own rental agreement?**

- Yes      You need to include a copy of your proof of ownership or your rental agreement
  - No      You need to ensure that the declaration of residence is completed
- \* Is it a rental home of Poort 6? Please include a consent letter of Poort 6

**PERMISSION FOR RESIDENCE BY RESIDENT/OWNER**

To be completed by a resident of the address (18 years or older) or the owner. The resident or owner declares that you live at their address and that you are authorized to be registered at the address.

Sur name \_\_\_\_\_ Given name(s) \_\_\_\_\_

BSN \_\_\_\_\_ Date of birth \_\_\_\_\_

E-mail \_\_\_\_\_ Telephone number \_\_\_\_\_

Date \_\_\_\_\_ Town/city \_\_\_\_\_

**Signature (+ copy ID / passport)**

**Signature applicant**

Town \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_

**What should you include with the change of address form?**

- Copy of ID / passport of all persons who signed
- Copy of signed buying-/rental agreement (only the page with your name, address and effective date)
- Signed consent statement from Poort 6 if you are going to live with someone who already rents a home from Poort 6.

Please send the completed form and attachments to:  
**The municipality of Gorinchem, Civil Affairs Team, P.O. Box 108, 4200 AC Gorinchem.**

You can also email the notification to [gemeente@gorinchem.nl](mailto:gemeente@gorinchem.nl) or submit it with DigiD via our website [www.gorinchem.nl](http://www.gorinchem.nl).