



# Notification change of address

## Explanation

- This form is to notify us of your new address. We will update your details in the Basisregistratie Personen (BRP).
- Are you going to live outside the municipality of Utrecht? If so, please inform the municipality where you will be living of your change of address. You do not have to inform us of your change of address.
- We will inform a number of organizations of your change of address. You can find these organizations at [www.wiekrijgtmijngegevens.nl](http://www.wiekrijgtmijngegevens.nl).
- You can also report your change of address online at [utrecht.nl/verhuizen](http://utrecht.nl/verhuizen).
- Any forgery will be reported to the police.

### 1. What are your personal details?

Surname \_\_\_\_\_

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

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

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

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

**Please enclose a copy of your valid identity card or passport.**

### 2. What is your old address?

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

Postal code \_\_\_\_\_ Town/city \_\_\_\_\_

### 3. What is your new address?

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

Postal code \_\_\_\_\_ Town/city \_\_\_\_\_ Date of change of address \_\_\_\_\_

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

You can report a change of address for:

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

All other persons who are also moving have to report the change of address themselves.

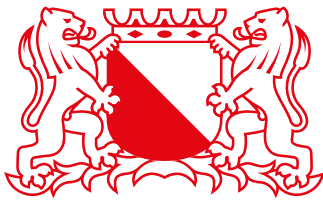
Surname \_\_\_\_\_ Initial(s) \_\_\_\_\_ Date of birth \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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## Gemeente Utrecht

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

Number of persons \_\_\_\_\_

**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 of your rental agreement.**  
 No. **You need to ensure that the declaration of residence below is completed.**

### Signature applicant

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

Signature \_\_\_\_\_

### Declaration of residence

To be completed by a resident at the address (18 years or older) or the owner. The resident or owner declares that you live at his or her address and grants permission for you to be registered at the address.

Surname \_\_\_\_\_

Given name(s) in full \_\_\_\_\_

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

**Please enclose a copy of a valid identity card or passport of the person giving permission.**

### Signature of adult resident of the address or the owner

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

Signature \_\_\_\_\_

**Send the completed form and the requested documents to:**

**Gemeente Utrecht**  
Burgerzaken  
Postbus 5000  
3502 JA Utrecht

### Privacy

The Personal Data Protection Act (Wet bescherming persoonsgegevens) applies to handling and exchanging your details. See [rijksoverheid.nl](http://rijksoverheid.nl), 'privacy en persoonsgegevens'. Our privacy statement explains how we handle the processing of your personal data. See [Utrecht.nl/privacy](http://Utrecht.nl/privacy).