

# IWCN Information Sheet



international  
welcome center  
north

## Flow-chart for Start-Up Permits (Applicable AFTER agreement with Facilitator)

**How to:**  
Submit the application (online)  
AFTER applicant moves to NL

Register as an 'RNI' to obtain a BSN number (Note: and RNI is for those staying in the NL for less than 4 months, and is registered to a foreign address)

If asked, the applicant should say that they are in the NL for less than 4 months on business, and need a BSN as a non-resident (an RNI)

Use this BSN to open a bank account, and apply for a KvK number to use in the residence permit application

With the facilitator, submit the IND online application, using the BSN and KvK number

Send documents to the IWCN, for registration in the BRP database. The IWCN will also make an appointment with the IND for the applicant to get a residence sticker, allowing you to stay in the Netherlands until a decision is made

A BSN can be obtained through registration in the BRP, either via an RNI procedure, or at the IWCN (in person)

**!**  
If the application is submitted before moving to NL, the applicant must wait in their country of origin. The legal decision time is 90 days.

**!**  
The application for the BSN via RNI is submitted DIRECTLY to the municipality

**!**  
BSN's are received on the day for Groningen, and within three days via post for other municipalities

**!**  
Please remember to send ALL required documents from our checklist (this includes a rental contract or lodging agreement)

**Finally, attend an appointment at the IWCN to collect your residence permit!**

**How to:**  
Submit the application (online)  
BEFORE applicant moves to NL

Together with your facilitator, submit the application for a residence permit WITHOUT a BSN or KvK number

To do this, you MUST have a special form (from the RVO), signed by the facilitator saying how the applicant intends to get a BSN and KvK number afterwards

Wait until the application is approved, and obtain an MVV if necessary. Send documents to the IWCN, then attend IWCN appointment for BSN and residence permit (when asked)

Using the BSN, open a bank account, and register the company with the KvK. Provide the BSN and KvK number details to the IND.

**!**  
BSN= 'Burgerservicenummer' (tax/ID number)

RNI= 'Registratie niet Ingezet' (BSN for non-residents)

KvK= 'Kamer van Koophandel' (Chamber of Commerce)

IND= 'Immigratie en Naturalisatie Dienst' (Immigration Service)

MVV= 'Machtiging tot Voorlopig Verblif' (Short-stay visa)

IWCN= International Welcome Center North