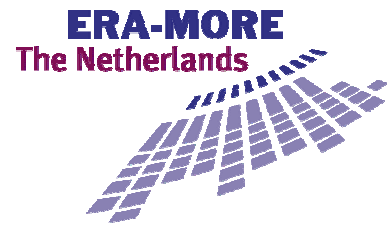


FACTSHEET on how to apply for a SOFI-NUMBER from abroad



1. What is a sofi-number?

A 'sofi-number' (short for *social-fiscaal nummer*) is the old unique personal number which the Dutch tax and customs administration (*Belastingdienst*) uses to identify registered taxpayers. The sofi-number has largely been replaced by the burgerservicenummer (BSN), it is still applicable though to people who aren't registered in a Dutch municipality (GBA).

Other people may also ask you for your sofi-number. For example, your employer, benefit provider, bank or insurance company may also need to know your sofi-number. This is because they are required by law to provide the tax and customs administration with any information that may be relevant to your tax situation. Where a BSN is asked, you can present your sofi-number.

2. How can I get a sofi-number when I live abroad?

Normally to get a sofi-number, you will need to go to a sofi-number issuing tax office in the Netherlands (see fact sheet on sofi-numbers), however when you live abroad, you can apply for a sofi-number via mail. This procedure is only open to people of who it cannot be expected to come to a tax office in the Netherlands.

Write a letter to the Tax Office in Heerlen in which you:

- apply for a sofi-number
- you provide your personal data
- you describe the reason why you are applying for a sofi-number.

This letter can be addressed to: Belastingdienst Buitenland
T.a.v. Klantenregistratie
P.O.Box 2865
6401 DJ Heerlen

3. What documents do I need to enclose to get a sofi-number?

- You need to provide a copy of a valid passport or national identity card¹.
- You need to enclose a formal and recent proof of residence of the municipality you live. When your municipality does not provide such proof, another formal body can confirm your address.²
- You need to enclose a letter from the organisation which requires you to apply for a sofi-number. In most cases this is your employer in the Netherlands. In this letter the organisation needs to explain the need for a sofi-number.

4. More information?

If you want more information you can call the Belastingdienst Buitenland in Heerlen on the following telephone number: +31 (0) 55 5 385 385

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¹ National identity cards are only valid identification for EU en EER citizens.

² We advise to contact the Dutch Tax Office in Heerlen when such situations arise.