

PERSONAL DETAILS UPON SHORT TERM APPOINTMENT

(PLEASE COMPLETE THIS FORM IN DETAIL)

Personal Data

1. Member of staff

Mr. Ms **Surname**

First name(s) **Maiden name**

Date of birth (*dd/mm/yy*) **Place of birth** (*city/country*) **Present nationality(ies)**

...../...../...../...../.....

Has your nationality ever been changed or is it in the process of being changed? No Yes

If yes, please explain:

.....

| <u>Home Address</u> | <u>Address in Frankfurt Area</u> |
|------------------------|--|
| Street/House No: | Street/House No: |
| | |
| Postcode/City: | Postcode/City: |
| Country: | Tel. Number: |
| Tel. Number: | <input type="checkbox"/> This is my temporary accommodation and I hereby claim the monthly lump-sum. I will attach the rental agreement in my name as separate document. (<i>only for Staff recruited >50km away from Frankfurt and who are not staying in an ECB-provided hotel</i>) |

| | |
|---------------------------|---------------------------|
| Telephone (mobile): | Telephone (mobile): |
| Telefax: | E-mail: |

| <u>Emergency contact</u> <i>Person to be contacted</i> | <u>Fiscal Residence</u> <i>i.e. the country where you have filled your tax declaration before joining the ECB or other EU institution</i> |
|---|--|
| First/Last name: | Street/House number: |
| Street/House No: | |
| Postcode/City: | Postcode/City: |
| Country: | Country: |
| Tel. Number: | |
| E-mail: | |

| | | | |
|-----------------------|-----------------------------------|------------------------------------|---|
| Marital status | <input type="checkbox"/> single | <input type="checkbox"/> married | <input type="checkbox"/> recognised partnership |
| | since/...../..... | since/...../..... | since/...../..... |
| | <input type="checkbox"/> Divorced | <input type="checkbox"/> separated | <input type="checkbox"/> widowed |
| | since/...../..... | since/...../..... | since/...../..... |

| 2. Spouse/partner | | |
|--|--------------------------|------------------|
| <input type="checkbox"/> Mr. Surname | First name(s) | |
| <input type="checkbox"/> Ms | | |
| Maiden name | Date of birth (dd/mm/yy) | Nationality(ies) |
| | | |
| Is your spouse/recognised partner currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> Yes by ECB <input type="checkbox"/> No | | |

| 3. Children | | | | |
|--|---------------|--------------------------|----------------------|------------------|
| Surname | First name(s) | Date of birth (dd/mm/yy) | Gender (male/female) | Nationality(ies) |
| | |/...../..... | | |
| | |/...../..... | | |
| | |/...../..... | | |
| | |/...../..... | | |
| Please submit a copy of the original birth certificate in order for your child/ren to be recorded. | | | | |

I declare that all the information given on this form is correct and complete to the best of my knowledge and belief. I understand that any false statement, misrepresentation or material omission made in this form or other document requested by the ECB may provide grounds for the withdrawal of any offer of appointment or render me liable for termination or dismissal, if employed.

I authorise the ECB to retain and process this information in accordance with Regulation (EU) 2018/1725 of the European Parliament and of the Council of 23 October 2018 on the protection of natural persons with regard to the processing of personal data by the Union institutions, bodies, offices and agencies and on the free movement of such data, and repealing Regulation (EC) No 45/2001 and Decision No 1247/2002/EC. I reserve the right to have access to this information and to rectify it where necessary.

Important to know:

While working for the ECB your tax residence remains unchanged. Your annual basic salary will be taxed at the ECB for the benefit of the European Communities, in accordance with the EU Tax Regulation 260/68. You should clarify your reporting obligations with your national tax authorities in your tax residence.

Date:/...../.....

Signature: