



IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

PLEASE NOTE:

- Additional documentation can be requested throughout the process.
- Applicants may be requested to submit their original documents to the Compliance department.
- Applicants are kindly requested to ensure that their listed purpose of stay is correct, as the processing fee is nonrefundable.
- Applicants when applying for a reentry permit, must have an application that is currently being processed, said application must be paid for.
- After 3 months of a permit's expiration date, it becomes a first-time request and applicant will need to request an exemption letter from the Minister of Justice.





IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

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IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

A. Change Family Formation to Work

- Police record no older than 6 months.
- Copy of passport (picture page in color)
- Detailed registration form from the Census office not **older than 6 months** (and a Utility bill)
- Copy of valid temporary residence permit
- Copy employment permit (proof of Labor application is accepted to start the process)
- Employment contract

If the company is a sole proprietorship or if personnel residing on premise:

- A declaration from the inspectorate of taxes
- Detailed registration form from the Census office not **older than 6 months**
- Employers' passport

B. Change from Work to Director

- Police record no older than 6 months.
- Copy of passport (picture page in color)
- Detailed registration form not **older than 6 months** (and a Utility bill)
- Copy of valid temporary residence permit
- Bank letter stating the amount on the (personal) bank account.
- Bank statements (last 3 months **THIS IS MANDATORY**) if company is already established.
- A declaration from the inspectorate of taxes
- Labor, SZV, Chamber registration
- Business license and Director license
- Statement that company is operational (if applicable)
- Prof of Company address (Bill; GEBE, TELEM, or Lease Agreement)
- T.O.T. (Monthly taxes for the last 3 months and payment receipts)





IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

C. Change from Temporary to Permanent Residence

- Copy of passport (picture page in color)
- Police record no older than 3 months.
- Detailed registration form from the Census office not **older than 6 months**
- Copy of all residence permits.
- Dutch side school registration letter (if applicable)
- Police record (no older than 6 months)

Guarantor information:

- Copy passport
- Detailed registration form from the Census office not **older than 6 months** (and Utility bill)
- Copy of residence permit (if applicable)
- A declaration from the inspectorate of taxes
- Job letter and last 2 salary slips / employment contract
- Bank statement showing proof of salary (last 3 months **THIS IS MANDATORY**)

D. Change from Study to Work

- Copy of passport (picture page in color)
- Police record no older than 6 months.
- Detailed registration form from the Census office no **older than 6 months**
- Copy of (valid) temporary residence permit
- Copy of the employment permit (proof of Labor application accepted to start the process)
- Employment Contract

If the company is a sole proprietorship or if personnel residing on premise

- A declaration from the inspectorate of taxes
- Employers' passport
- Detailed registration form from the Census office not **older than 6 months**





IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

E. Change from Work to Penshonado (Pensioner) / Rentenier (Retiree)

- Police record no older than 6 months.
- Copy of passport (picture page in color)
- Detailed registration form from the Census office not **older than 6 months** (and a Utility bill)
- Copy of (valid) temporary residence permit
- A statement that the property is in possession and for own use and have a value of at least Naf. 450.000 with an appraisal report and copy of the deed.
- Proof of income (Bank Letter or Pension Letter)
- Bank statements (last 3 months **THIS IS MANDATORY**)

F. Change from Family Formation to Director

- Copy of passport (picture page in color)
- Updated of Business license
- Copy of Director's license
- Police record no older than 6 months.
- Updated labor registration, Chamber of commerce, SZV registration
- Detailed registration form from the Census office not **older than 6 months**
- Statement that company is operational if applicable.
- Copy of valid temporary residence permit
- A declaration from the inspectorate of taxes
- Bank statements (last 3 months **THIS IS MANDATORY**) if company is already established.
- T.O.T (taxes last 3 months and payment receipts)
- Proof of address (Bill; G.E.B.E., TELEM, or Lease Agreement)





IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

G. Duplicate of Old or Lost permit

- Copy of passport (picture page in color)
- Detailed registration form from the Census office not **older than 6 months**
- Original old permit (if applicable)
- Police report stating permit is lost/ stolen (if applicable)
- Police record

H. Extension Director

- Copy of passport (picture page in color)
- Updated Business license,
- Director license,
- Labor registration
- SZV registration
- Chamber of commerce
- Police record no older than 6 months.
- Detailed registration form from the Census office not **older than 6 months** (and
- Utility Bill)
- Copy of valid temporary residence permit
- A declaration from the inspectorate of taxes
- Company Bank statements (last 3 months **THIS IS MANDATORY**) T.O.T (taxes last 3 months and payment receipts)
- Proof of address (Bill; GEBE, TELEM, or Lease Agreement)





IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

I. Extension Penshonado (Pensioner) / Rentenier (Retiree)

- Police record no older than 6 months.
- Copy of passport (picture page in color)
- Detailed registration form from the Census office not **older than 6 months** (And Utility bill)
- Copy of valid temporary residence permit
- A statement that the property is in possession and for own use and have a value of at least Naf. 450.000 with an appraisal report and copy of the deed.
- Bank statements (last 3 months **THIS IS MANDATORY**)
- Proof of income (bank letter / pension letter)

J. Extension Investor's Permit

- Police record no older than 6 months.
- Copy of passport (picture page in color)
- Detailed registration not **older than 6 months**
- Proof of payment of the early contribution of Naf 50.000,00 on the crime combating funds Sint Maarten-account
- Bank statement (last 3 months **THIS IS MANDATORY**)
- Proof of income





IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

K. Extension Family Formation with Non-Dutch / Dutch Citizen

- Copy of passport (picture page in color)
- Police record no older than 6 months.
- Copy (valid) permit
- Detailed registration form from the Census office not **older than 6 months**
- Dutch side school registration letter (if applicable)

Guarantor information:

- Copy passport
- Copy of residence permit (if applicable)
- Detailed registration form from the Census office not **older than 6 months** (and a Utility bill)
- A declaration from the inspectorate of taxes
- Last two months pay slips.
- Job letter
- Last 3 months bank statement (salary account)
- Employment contract
- Bank statements (last 3 months **THIS IS MANDATORY**)

L. Extension Study

- Police record no older than 6 months.
- Copy of passport (picture page in color)
- Detailed registration form office not **older than 6 months**
- Copy of valid temporary residence permit
- Proof of income (bank letter)
- School registration letter





IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

M. Extension Employee Permit

- Copy of passport (picture page in color)
- Police record no older than 6 months.
- Detailed registration form (**not older than 6 months**)
- Copy of (valid) temporary residence permit
- Copy of the employment permit
- Job Letter
- Employment contract (if applicable)
- Pay slip (last 3 months)
- Bank statement (where salary is deposited) (last 3 months **THIS IS MANDATORY**)

If the company is a sole proprietorship or if personnel residing on premise

- A declaration from the inspectorate of taxes
- Employer Passport copies (only picture page)
- Detailed registration form not **older than 6 months**

N. Extension of Independent

- Copy of passport all pages (picture page in color)
- Copy of residence permit original.
- Detailed registration form (**not older than 6 months**)
- Original police record no older than 6 months (at the time it's uploaded, translated in Dutch or English)
- Job letter (if applicable)
- Pay slips last 2 months (if applicable)
- Bank statements salary account (last 3 months **THIS IS MANDATORY**) if applicable.
- Employment contract





IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

O. Employee (First Time requirements)

- Copy of passport all pages (picture page in color)
- Original police record no older than 6 months (translated in Dutch or English)
- Original marriage certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years.
- Original Birth certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years
- Job letter (if applicable)
- Pay slips last 2 months (if applicable)
- Bank statements salary account (last 3 months **THIS IS MANDATORY**) if applicable.
- Employment contract

If the company is a sole proprietorship or if personnel residing on premise

- A declaration from the inspectorate of taxes (if applicable)





IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

P. Director - (First Time requirements)

- Copy of passport all pages (picture page in color)
- Original police record no older than 6 months (translated to Dutch or English)
- Original marriage certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years
- Original Birth certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years.
- A declaration from the inspectorate of taxes (if applicable)
- Updated Chamber registration
- Updated SZV registration
- Updated Labor registration
- Bank statements (last 3 months **THIS IS MANDATORY**) if business is already established.
- Business license
- Bank letter (minimum Naf.36.000, -- / US \$.20.000, --)

Q. Intern - (First Time requirements)

- Copy of passport all pages (picture page in color)
- Original police record no older than 6 months (translated in Dutch or English)
- Original marriage certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years.
- Original Birth certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years.
- Internship agreement signed by institution and intern.
- Institution updated chamber of commerce ○ Proof of income.





IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

R. Penshonado (Pensioner) / Rentenier (Retiree) (First Time requirements)

- Copy of passport all pages (picture page in color)
- Original police record no older than 6 months (translated in Dutch or English)
- Original marriage certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years.
- Original Birth certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years.
- Proof of address
- Proof of income (bank letter / pension letter)
- Bank statements (last 3 months **THIS IS MANDATORY**)

S. Student - (First Time requirements)

- Copy of passport all pages (picture page in color)
- Original police record no older than 6 months (translated to Dutch or English)
- Original Birth certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years.
- School registration letter
- Proof of income (bank letter)





IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

T. Family formation with Non-Dutch / Dutch Citizen (First Time requirements)

- Copy of passport all (picture page in color)
- Original police record no older than 6 months (translated to Dutch or English)
- Original marriage certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years
- Original Birth certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years
- Dutch side school registration letter (if applicable)
- Proof of Court appointed guardianship/ custody (legalized or with an apostille stamp), please ensure that Court approved documents are; translated in Dutch or English and are registered at the Courts on Sint.Maarten, (if applicable with only one parent)

Guarantor Information:

- Copy passport
- Copy of residence permit (if applicable)
- Detail registration form (Utility bill)
- A declaration from the inspectorate of taxes
- Last two months pay slips.
- Job letter / employment contract
- Bank statements (salary account) (last 3 months **THIS IS MANDATORY**)

Expanded Family reunion (a parent applicant who is of age, and wishes to reside with their adult child):

- Proof of civil status of applicant in the country of origin.
- Proof that the majority of applicants children are living in Sint.Maarten.
- All applicant's children must have legal residency on Sint.Maarten for more than five years.
- Children must have sufficient income Naf.36.000, --
- Applicant (parent) must be able to get a valid medical insurance on Sint.Maarten. Proof of this must be submitted.

****All proof must be supported with original legalized documents (all translations must be done by a certified translator, and all transactions must be legalized with a stamp).***





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REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

U. Cohabitation with Non-Dutch / Dutch Citizen First Time requirements

- This permit applies to partners who can prove for a period of at least two (2) years prior that they have lived together sustainably to obtain this application and still do live together.
- This permit also applies to partners who jointly have one or more children, are also eligible they are registered at the same address together with the children. And the child(ren) must be recognized or adopted by their father in order to demonstrate a family law relationship.
- Original Cohabitation Agreement (translated in Dutch or English) (please provide a colored copy)
- Copy of valid passport all (picture page in color) for both partners
- Original police record no older than 6 months (translated to Dutch or English)
- Proof of non-marriage certificate (translated to Dutch or English) and not older than 3 months.
- Original Birth certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years.

Guarantor Information:

- Copy passport.
- Copy of residence permit (if applicable)
- Detail registration form (Utility bill)
- A declaration from the inspectorate of taxes
- Last two months pay slips.
- Job letter / employment contract
- Bank statements (salary account) (last 3 months **THIS IS MANDATORY**)

**All proof must be supported with original legalized documents (all translations must be done by a certified translator, and all transactions must be legalized with a stamp).*





IMMIGRATION & BORDER PROTECTION SERVICES OF SINT.MAARTEN

REQUIREMENTS LISTS: APPLICATION FOR (TEMPORARY) RESIDENCE PERMIT

V. Investor (First Time requirements)

- Copy of passport all pages (picture page in color)
- Original police record no older than 6 months (translated in Dutch or English)
- Original marriage certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years.
- Original Birth certificate legalized or with an apostille stamp (translated to Dutch or English) and not older than 3 years.
- Proof of current address
- Proof of income
- Proof of payment of the early contribution of Naf 50.000,00 on the crime combating funds Sint Maarten-account

