



## PERSONAL DETAILS UPON FIXED 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:

.....

#### Home Address

Street/House No: .....

.....  
.....  
...

Postcode/City: .....

Country:.....

#### Address in Frankfurt Area

Street/House No: .....

.....

Postcode/City: .....

Tel. Number: .....

**Telephone (mobile):** .....

**Telefax:** .....

**Telephone (mobile):** .....

**Telefax:** .....

#### Emergency contact

*Person to be contacted*

First/Last name: .....

Street/House No: .....

.....

Postcode/City: .....

Country: .....

Tel. Number: .....

E-mail: .....

#### Fiscal Residence

*i.e. the country where you have filled your tax declaration before joining the ECB or other EU institution*

Street/House number: .....

.....

Postcode/City: .....

Country: .....

<b>Marital Status<sup>1</sup></b>	<input type="checkbox"/> single since ...../...../.....	<input type="checkbox"/> married since ...../...../.....	<input type="checkbox"/> recognised partnership since ...../...../.....
	<input type="checkbox"/> divorced since ...../...../.....	<input type="checkbox"/> separated since ...../...../.....	<input type="checkbox"/> widowed since ...../...../.....

2. Spouse/partner (The ECB recognises non-marital partnership under certain conditions) <sup>2</sup>		
<input type="checkbox"/> Mr	<b>Surname</b>	<b>First name(s)</b>
<input type="checkbox"/> Ms	.....	.....
<b>Maiden name</b>	<b>Date of birth (dd/mm/yy)</b>	<b>Nationality(ies)</b>
.....	.....	.....
Is your spouse/recognised partner currently employed? <input type="checkbox"/> Yes <input type="checkbox"/> Yes by ECB <input type="checkbox"/> No		
Does your spouse/recognised partner work for another EU institution? <input type="checkbox"/> Yes <input type="checkbox"/> No		
If you answered yes, please confirm the name of the institution/body:		

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(s) in order for your child/ren to be recorded.				

<sup>1</sup> Please refer to Article 15 of the Conditions of Employment and Article 3.5 of the Staff Rules

<sup>2</sup> Please refer to Article 3.4 of the Staff Rules

## Miscellaneous

### Permanent Residency

If you are a non-German applicant, please indicate whether you have previously taken up permanent legal residency in Germany:

No  Yes      Since: *month/year* ...../.....      To: *month/year* ...../.....

Please indicate the reasons for this:

.....  
.....

If you are a German applicant, please indicate whether you have ever taken up permanent legal residency outside Germany:

No  Yes      Since: *month/year* ...../.....      To: *month/year* ...../.....

Please indicate the reasons for this:

.....  
.....

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: .....