



First Time Request Employee

1. Passport picture;
2. Copy valid Passport (all pages and bio page must be in colored);
3. Certificate of Good Conduct **not older than 6 months the place where resided for the last 6 months** (if not issued in Sint Maarten must be translated into English or Dutch by a sworn translator);
4. Proof of application employment permit request or valid employment permit from the Labor Department.
5. Employment contract (bring the same employment contract that was submitted to the Labor Department.)

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

6. A declaration of the inspectorate of taxes;
7. Copy employer valid passport (bio page);
8. Detailed registration form **not older than 6 months**;

Extension employee permit

1. Passport picture;
2. Copy of valid passport (only bio page must be in colored);
3. Certificate of Good Conduct **not older than 6 months** is required for individuals aged 16 and older;
4. Detailed registration form from the Civil Registry (not older than 6 months);
5. Copy of resident permit;
6. Proof of application employment permit request or valid employment permit from the Labor Department.
7. Copy employment contract or job letter (**bring the same employment contract that was submitted to the Labor Department/ the job letter must include the monthly income, working hours, position, and start date of employment**);
8. Bank statements last 2 months;
9. Pay slip last 2 months;

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

10. A declaration of the inspectorate of taxes;
11. Copy employer valid passport (bio page);
12. Detailed registration form **not older than 6 months**;



First Time Request Director

1. Passport picture;
2. Copy valid Passport (all pages and bio page must be in colored);
3. Certificate of Good Conduct **not older than 6 months the place where resided for the last 6 months** (if not issued in Sint Maarten must be translated into English or Dutch by a sworn translator);
4. Valid Business license;
5. Valid Director's license;
6. Valid Chamber of Commerce registration;

Proof of sufficient means of income:

7. Bank statement or Bank letter stated at least **USD 20,000**, verifiable through bank statements and/or certified financial documents (**not older than 3 months**).

Extension Director's permit

1. Passport picture;
2. Copy of valid passport (only bio page must be in colored);
3. Certificate of Good Conduct **not older than 6 months**;
4. Copy residence permit
5. Detailed registration form from the Civil Registry;
6. Copy Business license
7. Copy Director's license;
8. Copy of the Chamber of Commerce registration;

Proof of sufficient means of income:

9. Bank statement (last **3 months**) Director's salary must be **verifiable through recent bank statements**, reflecting consistent deposits corresponding to declared income;
10. Monthly tax declaration and payment form with proof of payment.



Family reunion Dutch citizen/ non Dutch citizen

1. Passport picture;
2. Copy valid Passport (all pages and bio page must be in colored);
3. Original Birth Certificate **date of issue cannot be older than 3** years legalize or with an apostille no older than 3 years (if this document is not in Dutch or English it must be translated into Dutch or English by a sworn translator);
4. Certificate of Good Conduct **not older than 6 months** is required for individuals aged 16 and older; (if not issued in Sint Maarten must be translated into English or Dutch by a sworn translator);
5. Original Marriage Certificate **date of issue cannot be older than 3 years** Legalized or with apostille not older than 3 years (translated to Dutch or English by a sworn translator);
6. School registration letter for the children;
7. If one of the parents of one or more children is staying in the country of origin, the following is required: **proof of custody of the children court decision must be registered at the Court on St. Maarten;**

Guarantor:

8. Copy valid passport;
9. Copy residence permit;
13. Detailed Registration Form from the Civil Registry (not older than 6 months);

Proof of sufficient means of income:

14. Guarantor's job letter must include the monthly income, working hours, position, and date of employment;
15. Bank statement last 3 months (Guarantor's salary must be **verifiable through corresponding deposits in bank statements;**
16. Pay slip last 2 months;
17. A declaration of the Inspectorate of Taxes;



Extended family reunion (a parent (applicant) who is of a pension age who wants to reside by their adult child

1. Proof of civil status of applicant in the country of origin.
2. Affidavits must state whether you have children and where they reside.
3. All applicants' guarantor(s) must have legal residency on St. Maarten for more than five years.
4. Guarantor must have sufficient income of XCG 36.000,-;
5. Applicant must have a valid medical insurance for St. Maarten.

Extension Foreigner married/living with Dutch citizen and non Dutch

1. Passport picture;
2. Copy of valid passport (only bio page must be in colored);
3. Certificate of Good Conduct **not older than 6 months** is required for individuals aged 16 and older;
4. Detailed registration form from the Civil Registry (not older than 6 months);
5. Copy of residence permit;
6. School registration letter for the children;

Guarantor:

7. Copy valid passport;
8. Copy residence permit;
9. Detailed Registration Form from the Civil Registry (not older than 6 months);

Proof of sufficient means of income:

11. Guarantor's job letter must include the monthly income, working hours, position, and date of employment;
12. Bank statement last 3 months (Guarantor's salary must be **verifiable through corresponding deposits in bank statements**);
13. Pay slip last 2 months;
14. A declaration of the Inspectorate of Taxes;



Cohabitation with Dutch citizen/ non-Dutch

prove that you and your partner have been living together for two or more years

1. Passport picture;
2. Copy valid Passport (all pages and bio page must be in colored);
3. Copy residence permit
4. Certificate of Good Conduct **not older than 6 months the place where resided for the last 6 months** (if not issued in Sint Maarten must be translated into English or Dutch by a sworn translator);
5. Original cohabitation agreement. The Agreement must be drafted by local notary or Law firm and must enclose at least the following;
6. Copy proof of non marriage certificate;
7. Proof that couple have been living together for the last 2 years (utility bills in both names, correspondence addressed to both at the same address).

Guarantor:

8. Copy valid passport;
9. Copy residence permit;
10. Detailed Registration Form from the Civil Registry (not older than 6 months);

Proof of sufficient means of income:

11. Guarantor's job letter must include the monthly income, working hours, position, and date of employment;
12. Bank statement last 3 months (Guarantor's salary must be **verifiable through corresponding deposits in bank statements**);
13. Pay slip last 2 months;
14. A declaration of the Inspectorate of Taxes;



First Time Request Pensioner/ Rentenier

1. Passport picture;
2. Copy valid Passport (all pages and bio page must be in colored);
3. Certificate of Good Conduct **not older than 6 months the place where resided for the last 6 months** (if not issued in Sint Maarten must be translated into English or Dutch by a sworn translator);

Proof of sufficient income:

4. Official **Pension Letter** from the relevant pension authority or institution, along with recent **bank statements** reflecting pension deposits and other assets, if applicable.

Extension Pensioner/ Rentenier

1. Passport picture;
2. Copy of valid passport (only bio page must be in colored);
3. Certificate of Good Conduct **not older than 6 months**;
4. Copy residence permit;
5. Detailed registration form from the Civil Registry (and utility bill)

Proof of sufficient income:

6. Official **Pension Letter** from the relevant pension authority or institution, along with recent **bank statements** reflecting pension deposits and other assets, if applicable



First Time Request Investor

1. Passport picture;
2. Copy valid Passport (all pages and bio page must be in colored);
3. Certificate of Good Conduct **not older than 6 months the place where resided for the last 6 months** (if not issued in Sint Maarten must be translated into English or Dutch by a sworn translator);

Proof of sufficient income:

4. Bank references of two international banks whereof one is located in the country of origin (**not older than 3 months**)
5. A statement by a local bank in which the bank declared the following: “that the applicant has the intention to make a business investment and / or acquire real estate in Sint Maarten with a total value of XCG 900.000,00. This intention needs to be fulfilled within 12 months;
6. Full proof of the required investment.

Extension Investor

1. Passport picture;
2. Copy of valid passport (only bio page must be in colored);
3. Certificate of Good Conduct **not older than 6 months;**
4. Copy residence permit
5. Detailed registration form from the Civil Registry;
6. Proof of address (utility bill)

Proof of sufficient income:

7. A statement by local bank in which the bank declares the following: “the applicant settled or is in an advanced stadium with the investment, in order to meet or is still complying with the investments criteria.”;
8. Bank statements last 3 months.



First Time Request Intern/ Student

1. Passport picture;
2. Copy valid Passport (all pages and bio page must be in colored);
3. Certificate of Good Conduct **not older than 6 months** is required for individuals aged 16 and older;(if not issued in Sint Maarten must be translated into English or Dutch by a sworn translator);
4. For intern:
 - a. A signed internship agreement between the school aboard and the company (granting internship permission) located on Sint Maarten.
 - b. Proof of registration of the company aboard.
5. For student:
 - a. Proof of registration at the educational institute located in Sint Maarten
 - b. Proof of sufficient income, minimum XCG 1000,- per month

Proof of sufficient income

6. By means of a scholarship
7. Bank Statement with monthly deposit of min. XCG 1000,-
8. A declaration of the inspectorate of Taxes of the guarantor, confirming the income (for non Dutch)
9. Bank statements last 3 months guarantor

Extension student

1. Passport Picture;
2. Copy of valid passport (only bio page must be in colored);
3. Certificate of Good Conduct **not older than 6 months** is required for individuals aged 16 and older;
4. Copy residence permit;
5. Detailed registration form from the Civil Registry;
6. Proof of registration at the educational institute located in Sint Maarten
7. Proof of sufficient income, minimum XCG 1000,- per month:
 1. By means of a scholarship
 2. Bank statement with monthly deposit of min. XCG 1000,-

Proof of sufficient income

10. By means of a scholarship
11. Bank Statement with monthly deposit of min. XCG 1000,-
12. A declaration of the inspectorate of Taxes of the guarantor, confirming the income (for non Dutch)
13. Bank statements last 3 months guarantor



Duplicate
Lost or Old Resident Permit

- 1 Copy of valid national identification (passport, identification card, driver license);



Verklaring van Rechtswege /Employee Overheid

1. Passport picture;
2. Copy valid Passport; (bio page must be in colored);
3. Certificate of Good Conduct **not older than 6 months** is required for individuals aged 16 and older; (if not issued in Sint Maarten must be translated into English or Dutch by a sworn translator);
4. School registration letter for the children;
5. If one of the parents of one or more children is staying in the country of origin, the following is required: **proof of custody of the children court decision must be registered at the Court on St. Maarten**
6. Job letter must include the monthly income, working hours, position, and date of employment/ copy of the government employment contract if applicable;

Van Rechtswege (Naturalized Dutch)

1. Passport picture;
2. Copy valid Passport; (bio page must be in colored)
3. Copy resident permit;
4. Detailed Registration form from the Civil Registry
5. Copy Queen Decree (Koninklijk Besluit)



Verklaring van Rechtswege/ Studenten Stagiaires Nederlanders

1. Pasfoto;
2. Kopie van geldig paspoort (kleurenkopie van bladzijnde met foto);
3. Kopie geboorteakte (**niet ouder dan 3 jaar**);
4. Bewijs vann goed gedrag (**niet ouder dan 6 maanden**);

Voor stagiaires

5. Stage overeenkomst getekend door de onderwijsinstelling in Nederland en door het stage verlenend bedrijf;
6. Bewijs van inschrijving onderwijsinstelling in Nederland.

Voor studenten

7. Inschrijving bij een onderwijsinstelling in Sint Maartne;
8. Bewijs van voldoende middelen bestaan, tenminste XCG 1000,- per maand aan te tonen door;
 - Bewijs dat student over een beurs beschikt of
 - Verklaring van de bank met opdracht van maandelijks overboeking of
 - Garantverklaring van een op Sint Maarten solvabele rechtspersoon of particulier



American Friendship Treaty

1. Passport picture;
2. Copy valid Passport (all pages and bio page must be in colored);
3. Certificate of Good Conduct **not older than 6 months** is required for individuals aged 16 and older;
4. School registration letter for the children;
5. If one of the parents of one or more children is staying in the country of origin, the following is required: **proof of custody of the children court decision must be registered at the Court on St. Maarten**
6. Job letter must include the monthly income, working hours, position, and date of employment/ copy of the government employment contract if applicable.

Certificate that the ‘Law on Admittance and Expulsion’ does not apply

1. Passport picture;
2. Copy valid Passport (all pages and bio page must be in colored);
3. Original Birth Certificate **date of issue cannot be older than 3** years legalize or with an apostille no older than 3 years (if this document is not in Dutch or English it must be translated into Dutch or English by a sworn translator);
4. Certificate of Good Conduct **not older than 6 months** is required for individuals aged 16 and older;
5. Declaration of Acknowledgement (in case of acknowledgement)
6. Declaration of nationality and copy passport of the parent born in the Netherlands Antilles (proof that shows that the parent had the Dutch nationality at the time of his/ her birth and was born in the Netherlands Antilles);
7. Registration form of the Aruba born Dutch that declares that her or she had/ have residency after January 1st 1986 within the Netherlands Antilles;
8. Court decision of adoption or adoption registration form from the Civil Registry.



Requirement Permanent Residence

1. Passport picture
2. Copy of valid Passport, page with the photo must be colored
3. Detailed registration form from the census office;
4. Copy of **valid** residence permit;
5. Proof of un-interrupted legal residence in Sint Maarten for 5 years (residence permit)
6. Proof of income (Job letter)
7. Pay slips last 2 months (if applicant is a minor proof of income parent);
8. Bank statements last 2 months (if applicant is a minor proof of income parent);
9. Valid residence permit for parent or guardian of applicant;
10. Certificate of good conduct (not older than 6 months);
11. School registration letter if applicant is a minor.