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MOBILITY NOTIFICATION INTRA-CORPORATE TRANSFER - SHORT-TERM MOBILITY

With this form, a host entity in Finland can submit a mobility notification with regard to an intra-corporate transfer of a person to Finland when

- the transferee has a residence permit on the basis of intra-corporate transfer (ICT) issued by another EU Member State or the transferee is applying for an ICT residence permit in another EU Member State and
- the transferee meets the conditions for mobility and
- the person is transferred to Finland to work for a period of up to 90 days in any 180-day period.

A residence permit cannot be applied for with this form.

Send your notification to the Finnish Immigration Service.

Address: Finnish Immigration Service, P.O. BOX 10, FI-00086 Finnish Immigration Service

E-mail: migri@migri.fi

(If you send your notification by e-mail, you do so at your own risk. The connection is not secure.)

1 Personal information on transferee					
Family name					
First names					
Date of birth (dd.mm.yyyy)		Latter part of Finnish identity code (if applicable)			
Place and country of birth					
Citizenship					
2 Contact information on transferee					
If the contact information changes, immediately notify the Finnish Immigration Service.					
Contact information in the EU Member State from which the person is transferred to Finland:					
Street address					
Post code		City/town		Country	
Telephone number			E-mail		
Contact information in Finland:					
Street address					
Post code		City/town			
Telephone number			E-mail		

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3 Information on host entity				
Name of the host entity				
Contact information on host entity:				
Street address				
Post code		City/town		
Telephone number		E-mail		
Start date of the transfer (dd.mm.yyyy)		End date of the transfer (dd.mm.yyyy)		
Contact person in the host entity:				
Family name		First name		
E-mail				
4 Information on home entity				
Name of the home entity				
Contact information on home entity:				
Street address				
Post code		City/town		
Telephone number		E-mail		
Start date of the transfer (dd.mm.yyyy)		End date of the transfer (dd.mm.yyyy)		
Contact person in the home entity:				
Family name		First name		
E-mail				

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5 Additional information

Enter here any other information you would like to provide for the processing of your notification. Provide the information as a separate attachment, if necessary.

6 Date and signature

I hereby confirm with my signature that the information I have provided on the form and in the appendices is complete and correct. I am aware that providing false personal information and false written documentation to the authorities is an act punishable under the Penal Code in Finland.

Place and date**Signature**

Name in block letters

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7 Attachments

If the documents are not in Finnish, Swedish or English, they must be accompanied by a translation into one of these languages made by an authorised translator

- Colour copy of the page containing personal data in the valid passport of the transferee
- Copy of the residence permit on the basis of intra-corporate transfer (ICT) issued by an EU Member State covering the whole period of the stay in Finland
- Documentation showing that the host entity in Finland and the company established in a third country belong to the same company or group of companies
- An employment contract and, if necessary, an assignment letter from the employer that have been delivered to the first EU Member State in which an ICT residence permit has been applied for
- Documentation showing the planned duration and dates of the mobility, if not specified in any of the above-mentioned documents
- Where applicable, documentation showing that the intra-corporate transferee fulfils the conditions for EU citizens in Finland to exercise the regulated profession to which the application relates

The information you have given on this form will be recorded in the electronic case management system (UMA) of the Finnish Immigration Service. The UMA system is used for processing, decision-making and monitoring of matters governed by the Aliens Act and the Nationality Act. All documents related to the processing of your matter will be filed in the UMA system. More detailed information of the processing on your personal data and your rights related to the processing will be given in the privacy statement of the UMA system. You can read the statement on our website www.migri.fi/en/registers or get a paper statement when you submit your application.

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