



## Why we are sending you this form

If you are resident in another country in the European Economic Area (EEA), and are liable to pay United Kingdom (UK) National Insurance contributions (NICs), you may be able to get health care cover from the UK for you and your dependants.

If you have dependants living in another EEA country, and you are liable to pay UK NICs, your dependants may be entitled to health care cover from the UK.

**If you are resident abroad and normally carry out work in more than one EEA country you should ask the Social Security Authorities in the country in which you reside which country you should pay social security contributions to.**

**We may ask for evidence to confirm information given on this application form.**

If you:

- require healthcare cover,
- have recently left the UK, and
- are not working

you should contact the Department for Work and Pensions at the following address

Department for Work and Pensions  
The Pension Service  
International Pension Centre  
Tyneview Park  
Newcastle upon Tyne  
NE98 1BA  
England

**We may ask for evidence to confirm information given on this application form.**

## If you are currently working for a UK employer

You must send us a copy of your latest payslip when you return this form. If you do not, we may not be able to issue your certificate.

Please fill in this form in black ink using capital letters. Then send the completed form with a copy of your latest payslip to

NICO International Caseworker  
HMRC  
BP1301  
Benton Park View  
Newcastle upon Tyne  
NE98 1ZZ  
England

If you need any help filling in the form, phone us on **+44 (0) 191 225 4811**. If you need more space, please use a separate piece of paper and attach it to this form.

## If you are a mariner

Go to [www.hmrc.gov.uk/cnr/seafarersni.htm](http://www.hmrc.gov.uk/cnr/seafarersni.htm) and complete the 'mariners' questionnaire' by following the link given on that page.

Please also fill in this application form in black ink using capital letters. Then send this completed application form with a copy of your:

- mariner's discharge book
- latest payslip
- completed mariners' questionnaire to

Marine NICs  
HMRC  
Phase 2, 15th Floor East Wing  
Ty Glas Road  
Llanishen  
Cardiff  
CF14 5FP  
Wales

## How we use your information

HM Revenue & Customs is a Data Controller under the Data Protection Act 1998. We hold information for the purposes specified in our notification to the Information Commissioner, including the assessment and collection of tax and duties, the payment of benefits and the prevention and detection of crime, and may use this information for any of them.

We may get information about you from others, or we may give information to them. If we do, it will only be as the law permits to:

- check the accuracy of information
- prevent or detect crime
- protect public funds.

We may check information we receive about you with what is already in our records. This can include information provided by you, as well as by others, such as other government departments or agencies and overseas tax and customs authorities. We will not give information to anyone outside HM Revenue & Customs unless the law permits us to do so. For more information go to [www.hmrc.gov.uk](http://www.hmrc.gov.uk) and look for *Data Protection Act* within the *Search* facility.

## Your details

Your title *for example Mr, Mrs, Miss, Ms, Dr etc*

Your surname

Your first name(s)

Your gender

Male  Female

Your date of birth *DD MM YYYY*

Your full UK address

  
  
  
  

Your home phone number

Your work phone number

Your National Insurance number *if known*

Your nationality

Are you an EEA national?

Yes  No

If No, are you legally resident in the UK?

Yes  No

Your country of residence

Your full address in that country

  
  
  
  

## Your details continued

Please give the exact date you became resident in that country *DD MM YYYY*

If you spend time living in more than one country, please give a brief description of the time spent in each, *for example, five days a week working in the UK, weekends spent not working in France*

  
  

## Employment details

Are you currently working?

Yes  No  If No, go to section 'Dependants' details'

If Yes, are you

employed?

self-employed?

When did your employment or self-employment start?  
*DD MM YYYY*

If you are employed, please give the name and address of your employer

  
  
  
  

If you are self-employed, please give the name and address of your place of business

## Employment details continued

What is your job title?

Are you a director of the company?

Yes  No

Please give a brief description of your duties

  
  

In what country are you currently paying social security contributions?

If you are self-employed, how are you currently paying your Class 2 National Insurance contributions?

Direct Debit  Quarterly bill

Please name the countries you carry out work in

  
  

Please give a brief description of your working pattern in both the UK and abroad, *for example, two days a week in France, three days in the UK*

  
  

Do you carry out any work from outside the UK using IT? *for example the Internet or email, fax or phone. This includes working from home*

Yes  No

If Yes, please give details

  
  

If you are currently working in the UK, how long do you expect your employment to last?

## Dependants' details

Full name

Date of birth *DD MM YYYY*

Full name

Date of birth *DD MM YYYY*

Full name

Date of birth *DD MM YYYY*

If you need more space, please use a separate piece of paper and attach it to this form.

What country do your dependants live in?

Please give the full address where your dependants live

  
  
  
  

Do any of your dependants carry out any work in their country of residence?

Yes  No

If Yes, please give details

  
  

**If you are resident in the UK and applying for healthcare cover only for your dependants' living abroad please go to the declaration section at the end of this form.**

## Living abroad

If you are living abroad please answer these questions before filling in the Declaration.

What date did you move to your country of residence?

DD MM YYYY

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Where were you living before you moved to your current country of residence?

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

How long do you expect to live abroad?

<input type="text"/>
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Do you intend to return to the UK?

Yes  No

If No, where do you intend to live?

<input type="text"/>
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Have you kept a home in the UK?

Yes  No

In which country do your children attend school?

<input type="text"/>
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How often do you return to the UK, and how long do these visits last? Are the visits for business or pleasure?

<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>
<input type="text"/>

## Declaration

I declare that the information given on this form is correct.  
I will tell HMRC about any changes in circumstances.

Signature

<input type="text"/>
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Name

<input type="text"/>
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Date DD MM YYYY

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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## What to do next

Please use this checklist to make sure you have done all that you need to do.

### If you are working for a UK employer

Have you filled in this form and signed the declaration?

Yes  No  If No, please do it now

Have you enclosed a copy of your latest payslip?

Yes  No  If No, please do it now.

If you have answered Yes to the questions above, please send:

- this form
- a copy of your latest payslip to

NICO International Caseworker,

HMRC

BP1301

Benton Park View

Newcastle upon Tyne

NE98 1ZZ

England

### If you are a mariner

Have you filled in this form and signed the declaration?

Yes  No  If No, please do it now

Have you enclosed a copy of your latest payslip?

Yes  No  If No, please do it now

Have you enclosed a copy of your mariners' discharge book?

Yes  No  If No, please do it now

Have you enclosed a copy of your completed mariners' questionnaire?

Yes  No  If No, please do it now.

If you have answered yes to the questions above, please send this form with a copy of your:

- mariners' discharge book
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Marine NICs

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