

APPLICATION FOR A "CARTE DE LEGITIMATION" IN RESPECT OF A STAFF MEMBER

Form to be completed by the staff member

- Please attach to this application:** - 3 recent identical black & white passport-sized photographs (less than 3 months old)
- photocopy of your National Passport including Swiss entry visa
- photocopy of Letter of Appointment or Personnel Action form (PA)

1. Family name (Mr., Mrs., Miss *): _____	Index: _____
<i>(identical to National Passport):</i>	
2. First and other name(s): _____	
3. If married, widowed or divorced, specify maiden name: _____	
4. Date of birth: Day: _____ Month: _____ Year: _____	
5. Marital status *: Single Married Widow/er Divorced Separated	
6. Nationality(ies): _____ Do you have Swiss Nationality?* Yes No	
7. Organisation: _____ Division: _____ Extension: _____	
8. Type of Appointment *: Fixed-term Intermediate-term Probationary Permanent Indefinite	
9. Date of entry on duty with the Organization in Switzerland: Day: _____ Month: _____ Year: _____	
10. Expiration date of appointment: Day: _____ Month: _____ Year: _____	
11. Title: _____ Grade: _____	
12. Date of entry in Switzerland: Day: _____ Month: _____ Year: _____ <i>(Not for persons of Swiss Nationality, or those residing outside Switzerland whatever their nationality)</i>	
13. Present private address at Duty Station (even temporary address):	
No.: _____ Chemin/Route/Rue*: _____	
Postal Code: _____ City: _____ Canton: _____ Country: _____	
14. Date of issuance of passport: Day: _____ Month: _____ Year: _____ Place of issuance: _____	
15. Expiry date of passport: Day: _____ Month: _____ Year: _____	
16. Type of Passport?* Diplomatic "de service" Ordinary Identity Card	

17. Do you have a Swiss residence permit, or have you had one previously?* Yes No
If yes: - What kind of permit? _____
- When and where did you return it? _____

18. Have you already applied for a Carte de légitimation?* Yes No
If yes: - With what Organization? _____
- When and where did you return the Carte de légitimation? _____

I hereby certify that the above statements are true.

I shall notify the Cartes de légitimation Unit of any change in my status (i.e. private address) as described above.

Date: _____

Signature: _____

* Cross out which is not applicable