



Guide for application form

1. Information about the applicant			GUIDE
Navn			
Fornavn	Etternavn		Enter first name and last name
Adresse	Postnr.	Poststed	Enter your address, postal code and city
E-post			Enter your email address
D-nummer			Enter your D number
Nasjonalitet (velg land)			Enter your nationality
Sivilstand			Select which marital status you have:
• Enslig (eller singel?)			Single
• Gift			Married
• Registrert partner			Registered partner
• Samboer			Cohabitant
Antall barn under 18 år i husstanden (i Longyearbyen)			Enter the number of children under the age of 18 living in the household (in Longyearbyen)
Arbeidsgiver(e) (i Longyearbyen)			Enter the employer(s) you have in Longyearbyen
Permittert fra dato			Open the calendar and mark the date from when you were laid off
Boutgifter pr. mnd. det søkes om tilskudd til			The sum is automatically transferred from the boxes rent and electricity per month when filled in further down in the form
Annen inntekt			Enter if you have other income
Bankkonto			Enter your bank account number

2. Information about spouse, registered partner or cohabitant			
			If you have ticked off for spouse, partner or cohabitant, this should be filled in
Fornavn	Etternavn		Enter first name and last name of partner
Adresse	Postnr.	Poststed	Enter the address, postal code and city of partner
E-post			Enter partner's email
D-nummer			Enter partner's D-number
Nasjonalitet (velg land)			Enter partner's nationality
Er personen i jobb eller får støtte fra NAV			Tick off YES or NO for whether the person is at work or receiving support from NAV
Hvis ja, angi utbetaling pr. mnd.			If yes, enter what the person gets paid per month
Søker personen også om tilskudd?			Tick off YES or NO if the person is also applying for grants like you

3. Information about children for whom grant is applied

D-nummer		Enter the D-number of the child
Fornavn	Etternavn	Enter the first name and last name of the child
Hvis du ikke er forelder, hvilken rolle har du overfor barnet:		If you are not a parent of the child, then you must tick off what role you have for the child
<p>Rolle</p> <input type="checkbox"/> Annen familie <input type="checkbox"/> Annet <input type="checkbox"/> Bestefar <input type="checkbox"/> Bestemor <input type="checkbox"/> Far <input type="checkbox"/> Foreldresamboer <input type="checkbox"/> Mor <input type="checkbox"/> Verge		Parental cohabitation means stepmother or stepfather
Bor du på samme adresse som barnet?		
<input type="checkbox"/> Ja		
<input type="checkbox"/> Nei		
Har du foreldreansvaret alene?		
<input type="checkbox"/> Ja		
<input type="checkbox"/> Nei		
Dersom du ikke er barnets biologiske far eller mor, forklar hvorfor du har omsorgsansvar for barnet.		If you are not the child's biological father or mother, you must explain why you have caring responsibilities for the child
Bor barnet 100% av tiden hos deg? Hvis NEI oppgi hvor mye barnet bor hos deg i %		Do you have alone or with the other guardian of the child 100% caring responsibility for the child? Answer YES or NO If you answer NO, indicate the percentage of the time the child is living with you
Navn på mor/far som bor i Longyearbyen		Enter the name of the mother/father of the child who live in Longyearbyen
Hva gjør barnet i Longyearbyen		Tick off what the child is doing in Longyearbyen:
• Barnehage		Going to kindergarten
• Skole		Attending school
• Hjemme		Is home
• Arbeid		Is working

4. Housing costs for applicant who rents housing

	If you are applying for housing costs, fill in this field
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Adresse		Enter which address you are applying for support
Utleier		Enter your landlord's name
Leiekontrakt inngått (dato)		Open the calendar and mark the date the lease was signed
Hva søker du om? Livsopphold eller livsopphold og boutgifter		Tick off what you are applying for. In order to apply for a housing grant you must present a rental contract, a copy of the rent for the last month and documentation of monthly expenses for municipal fees, electricity and heat.
Husleie pr. mnd		Enter the rent per month
Strøm pr. mnd		Enter the electricity costs per month
Bor det personer over 18 år i husstanden som ikke er en del av familien		Enter if there are persons over the age of 18 in the household who are not part of the family
Oppgi hvor mye hvert husholdsmedlem betaler i husleie og strøm med mer pr. mnd		If you are more persons paying rent and electricity in the same household, enter the costs per month per person

Egenerklæring

<ul style="list-style-type: none"> • Jeg befinner meg i Longyearbyen nå • Jeg er registrert i Befolkningsregisteret for Svalbard • Jeg har betalt svalbardskatt i 2020 • Jeg er permittert fra arbeidsgiver etter 19. mars 2020 • Jeg har ikke inntekt eller får støtte fra hjemlandet eller områder utenfor Svalbard • Jeg får ikke penger fra foresatte eller andre for å ha omsorgen for barn(ene) • Jeg erklærer at opplysningene er riktige • Jeg er klar over at uriktige opplysninger kan føre til krav om tilbakebetaling av penger 	Tick off YES or NO
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You must answer YES to all the questions above if you are to receive money from the grant scheme

The following documents must be attached

Attachments:

1. Copy of passport or other valid ID
2. Copy of employment contract
3. Copy of layoff notice
4. Copy of paychecks for the last three months
5. Copy of lease
6. Copy of rent payment for the last month
7. Documentation of monthly expenses on municipal fees, electricity and heat