

## TAX SETTLEMENT 2018 - PERSONS LIVING IN NORWAY WITH THEIR FAMILY

List of required documents from both spouses:

1. Document Skattemelding 2018/ Tax Return 2018 – this document will be available in Altinn at the end of March or at the beginning of April. Please send us PIN codes in case you haven't received Skattemelding yet!
2. Pin codes **MinID/Altinn** to the tax system. If you don't have PIN codes - please order them through our site [www.podatek.no](http://www.podatek.no)
3. Certificate of obtained income and advance tax paid in 2018 in Norway (Årsoppgave from employers or A08 downloaded from Altinn site, document Årsoppgave from NAV if you have received benefits other than family benefit /cash benefit)
4. Payslips for each month of work in Norway in year 2018 or summarized payslip for year 2018.
5. Annual account reports from the institutions offering the loans (f.e. bank)
6. Annual account reports from government stock
7. Documented expenses for the care of children such as nursery, day care center and after school activities
8. Årsoppgave 2018 – document from the bank in Norway with the account balance for the day of 31.12.2018 – needed if you have not received Skattemelding 2018
9. Filled table

**IMPORTANT ! There is no longer the possibility to apply for 2nd class settlement.**

**ATTENTION! NORWEGIAN TAX OFFICE HAS TIGHTENED THE CONTROL OVER THE DOCUMENTATION. PLEASE REMEMBER TO ATTACH TO TRANSLATION OF DOCUMENTS ALSO ORIGINAL COPIES OF POLISH CERTIFICATES. WE KINDLY REMINDER THAT ALL DOCUMENTS THAT ARE NOT ISSUED ON UE PAPER MUST BE TRANSLATED INTO ENGLISH OR NORWEGIAN.**

**The cost of translation of documents in our office: 75 PLN /page translation (up to 1800 characters)**

**\* Translation into Norwegian or English**

Please send copies of documents / scans together with **filled table** to address:

Polish Connection Sp. z o.o.  
ul. Antoniego Abrahama 37/3  
81-366 Gdynia

[office@polishconnection.no](mailto:office@polishconnection.no)  
[gdynia@podatek.no](mailto:gdynia@podatek.no)

**[When delivering documents to our office, please check what discounts we can offer to your company for our services.](#)**

**[Alternatively, submit your documents before 15.03.2019 and receive 15% discount \(seafarers and fishermen are entitled to 10% discount\).](#)**

[www.polishconnection.no](http://www.polishconnection.no) • [www.podatek.no](http://www.podatek.no) • [www.omega-as.no](http://www.omega-as.no)

**Polish Connection Sp. z o.o.**, ul. Antoniego Abrahama 37/3, 81-366 Gdynia, **Poland** +48 58 727 05 55, [office@polishconnection.no](mailto:office@polishconnection.no)

Sąd Rejonowy Gdańsk-Północ w Gdańsku, VIII Wydział Gospodarczy Krajowego Rejestru Sądowego, KRS: 0000293619 Kapitał zakładowy: 50.000 PLN, REGON: 220513232, NIP: 5862212441

## Terms of service:

- a) By completing and signing this form, the Client orders the tax settlement service made by Polish Connection Sp. z o.o. based in Gdynia, for a fee indicated in the price list located under the table.
- b) Remuneration for the services rendered shall be paid on the date indicated in the invoice delivered in person or to the e-mail address given in the form. NOTE: Payment for tax settlement is in advance. The service goes to the realization after the payment.
- c) In case of resignation from the service after receiving information from us that documents have been checked and accepted for implementation, the Client will be charged 50 PLN for the preparation of the documentation for the service.
- d) The Client confirms the accuracy of the data provided in the form.
- e) The Client confirms that the address of residence indicated in the table below is the address of his actual residence, to which all correspondence related to the order will be directed.
- f) Invoices will be delivered in person or in electronic form to the e-mail address provided by the Client. The Parties agree that the day of delivery of the invoice in electronic form shall be the day following the day on which the invoice is sent by Polish Connection Sp. z o.o.
- g) Invoices in paper form are sent only at the explicit request of the Client and in case of inability to send an e-mail to the indicated address, e.g. due to an incorrect e-mail address. In this case the provision of point j) shall apply accordingly.
- h) The Parties agree that the possible consequences of giving a false, wrong mailing address or information about its change shall be charged to the Client.
- i) The Client authorizes Polish Connection Sp. z o.o. to issue an invoice without signature.
- j) In case of Client's delay in payment an invoice, statutory interest will be charged.
- k) Polish Connection Sp. z o.o. is entitled to collect an amount of 30 PLN for preparing and sending a request for payment in case of the Client remaining in delay with payment of remuneration or its part.

I confirm that the data provided in the table below are reliable and true.

I confirm that I have read the above terms and agree to the provision of services held by Polish Connection Sp. z o.o. on the above principles. I agree to the processing of my personal data by Polish Connection Sp. z o.o. with headquarters at ul. Abrahama 37/3, 81-366 Gdynia in order to provide the service.

I hereby agree to the processing of my personal data by Polish Connection Sp. z o.o. with headquarters at ul. Abrahama 37/3, 81-366 Gdynia, for marketing purposes. In particular I agree to contact for marketing purposes and to submitting a cooperation offer via e-mail address.

I have been informed about the possibility of withdrawing my consent at any time by using the form called „WITHDRAWAL OF CONSENT FORM OF THE DATA SUBJECT” sent by e-mail to [office@polishconnection.no](mailto:office@polishconnection.no) or by post to ul. Abrahama 37/3, 81-366 Gdynia.

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**Date, signature of the Client**

## Spouse 1

Name	Surname	Personal number /d-number
Address in Norway		Marital status: <input type="checkbox"/> married <input type="checkbox"/> partnership/relationship <input type="checkbox"/> divorcee / separation <input type="checkbox"/> widow / widower
Mobile number in Norway:  Mobile number in home country:		e-mail:
Login and <u>password</u> for altinn.no (codes MinID/Altinn/ token from the bank)		
The exact date of employment in Norway		
Did you work in Norway in 2016? <i>How many days</i>		
Did you work in Norway in 2017? <i>How many days</i>		
Name of employer / employers in 2018		
Specify the months you worked in Norway in 2018		
Trade union dues <input type="checkbox"/> YES <input type="checkbox"/> NO		
The number of km from the place of residence (in Norway) to the workplace	<i>Specify only if the employer does not pay for the transport to work</i>	
The exact number of workdays in Norway in 2018	<i>Specify only if the employer does not pay for the transport to work</i>	



## Shared data

Documented expenses for the care of children such as nursery, day care center and after school activities f.e. sport <i>(foreldrebetaling)</i>	
Lottery winning, charity donations, inheritance	
Other income – specify the amount and kind	
Own properties, real estates (rental income or losses on the sale)	
Owned stocks and bonds, government stock etc. (income and losses)	
The amount of the loan in the bank, mortgage for children BSU	
Owned motor vehicles (cars, boats, camping trailers) - Specify the year of the first registration and brand	
Shares in a housing association	
<b>Address or e-mail for which we will send tax settlement and invoice</b>	

Have you ever did the tax assessment with the help of our company (Polish Connection) ?
<input type="checkbox"/> YES (which year) <span style="margin-left: 300px;"><input type="checkbox"/> NO</span>

**Price of the service:** 1200 NOK

\* In case resignation from the service after receiving by the client the information that document have been checked and accepted for realization the Customer will be charged in 100 NOK for preparing the documentation for the service.