



## Application

### Reimbursement of costs for purchasing eHerkenning PROBAS login tool

#### Why this form?

Use this form to apply for reimbursement for expenses you incurred to purchase the eHerkenning PROBAS login tool.

You will only be reimbursed if the following applies:

- You are registered in the PROBAS register
- You file returns in Mijn Belastingdienst Zakelijk
- You cannot apply for eHerkenning to log in to Mijn Belastingdienst Zakelijk

The reimbursement is €36,30 (including VAT) per calendar year.

#### Apply for your reimbursement on time

You can apply for the reimbursement within 12 months of the end of the calendar year or financial year in which you filed your return.

The compensation for 1 calendar year is applied for separately.

The compensation for 2024 can be applied for from 1 January 2025 until 31 December 2025.

#### Keep on hand

Have the following information ready when filling out this form:

- RSIN/fiscal number
- your payment details
- a specified invoice showing you purchased an eHerkenning PROBAS login

#### Fill in form and send back

Fully fill in the form on your computer, print it and put your signature at the bottom of the form. Send the form to:

Belastingdienst/Centrale administratieve processen  
Postbus 9048  
7300 GK Apeldoorn

Enclose the invoice – or invoices – showing your expenses. Invoices must be in the name of the company for which you are claiming reimbursement.

You will receive a confirmation of receipt from us. You will be notified of our decision on your application within 8 weeks. If we need more time, we will let you know.

#### Privacy

We treat the data of citizens and companies and your privacy with care. Please visit [belastingdienst.nl/privacy](https://belastingdienst.nl/privacy) and see how we do this.

#### Do you have any questions?

Check [belastingdienst.nl/eherkenning](https://belastingdienst.nl/eherkenning) for more information or give us a call. If you prefer to speak in Dutch, please call the Tax Information Line at 0800 - 0543. If you prefer to speak in English, please call the Tax Information Line for Non-resident Tax Issues at +31 555 385 385. We will be happy to help you.

**1 Organisation details**

1a	Name	<input type="text"/>
1b	Address	<input type="text"/>
1c	Postcode	<input type="text"/>
1d	City/town	<input type="text"/>
1e	Phone number	<input type="text"/>
1f	Do you give the Tax Administration permission to email you regarding this application?	<input type="checkbox"/> Yes <input type="checkbox"/> No. Continue with question 1h.
1g	Email	<input type="text"/>
1h	RSIN/fiscal number <i>See explanation.</i>	<input type="text"/>
1i	Name of the applicant	<input type="text"/>
1j	Bank account number (IBAN). Start in the first box. If there are too many boxes, leave the last boxes empty.	<input type="text"/>
1k	Account holder	<input type="text"/>

**2 Specification of the costs**

What is the amount of the costs that have been made? €

**3 Signature**

Name	<input type="text"/>		
Signature <i>Sign within the box.</i>	<input type="text"/>	Date. Enter as dd-mm-yyyy.	<input type="text"/> - <input type="text"/> - <input type="text"/>

**Explanation****1f and 1g Email address**

Email is not a secure way of exchanging information. However, we offer you the option to provide us with an email address so we can email you about your application. If you agree to this, we will use your email address to ask any additional questions we may have. If you do not want us to use your email address, we will contact you by phone for any additional questions

**1h RSIN/fiscal number**

Only organisations that do not have to be registered in the Trade Register of the Dutch Chamber of Commerce (Kamer van Koophandel, KVK), such as embassies and consulates, must fill in their RSIN or fiscal number here.

**1j Bank account number**

Your reimbursement will be deposited on this account.

**1k Account holder**

The account must be in the name of the company for which the reimbursement is intended.

**2 Specification of your costs**

We reimburse a maximum of €36,30 (including VAT) per calendar year. Please enclose the invoice - or invoices - showing your expenses. Invoices must be in the name of the company for which you are claiming reimbursement.

