

## Commissioning form of the Welcome Centre

We hereby instruct the Welcome Centre for the Göttingen Campus and the region of South Lower Saxony to advise staff members. The service is provided by the SüdniedersachsenStiftung. After confirming the assignment, you can refer your employees directly to us.

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### Contract partner

Type of the commission:                      Commercial                       Private

### Client

<input type="text"/>	<input type="text"/>	<input type="text"/>
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Company    Street/House number    Place

<input type="text"/>		
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Billing address

<input type="text"/>
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E-Mail

### Contact person in the company (not to be filled in for private commissions)

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
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Salutation                      Title    First Name    Surname

<input type="text"/>			<input type="text"/>
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E-Mail

Phone

**Person to be cared for** (by signing, the contact person confirms that the listed data of the person to be cared for may be used by the SüdniedersachsenStiftung for the execution and processing of the order in accordance with applicable data protection regulations)

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

Title

First Name

Surname

<input type="text"/>
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E-Mail

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

Signature of contact person

### Service offers

All listed prices are net prices and do not include the statutory value added tax.

The following packages with an average **price saving of over 25%** are offered for booking:

Nr.	Package name	Included modules	Price in Euro	Selection
32.	International	25. Arrival (int.)	1.800	<input type="checkbox"/>
		27. Immigration		
		30. Orientation		
		31. Living		
33.	National	26. Arrival (nat.)	1.000	<input type="checkbox"/>
		30. Orientation		
		31. Living		

The following modules as well as individual services with an average **price saving of about 15%** are included in the packages or can be added:

Nr.	Module name	Included individual services	Price in Euro	Selection	Price in Euro	Selection
25.	Arrival (int.)	01. Register Registration Office	90	<input type="checkbox"/>	600	<input type="checkbox"/>
		04. Bank Account	135	<input type="checkbox"/>		
		06. Driving license transfer (int.)	90	<input type="checkbox"/>		
		11. Health insurance	90	<input type="checkbox"/>		
		14. Orientation talk	90	<input type="checkbox"/>		
		17. Tax-ID	45	<input type="checkbox"/>		
		18. Tax class change	90	<input type="checkbox"/>		
		23. Welcome package	50	<input type="checkbox"/>		
24. Welcome folder	Included, free of charge	<input type="checkbox"/>				
26.	Arrival (nat.)	01. Register Registration Office	90	<input type="checkbox"/>	320	<input type="checkbox"/>
		07. Car registration and change of registration	135	<input type="checkbox"/>		
		14. Orientation talk	90	<input type="checkbox"/>		
		23. Welcome package	50	<input type="checkbox"/>		
		24. Welcome folder	Included, free of charge	<input type="checkbox"/>		

27.	Immigration	03. Work and residence permit	315	<input type="checkbox"/>	600	<input type="checkbox"/>
		19. Visa	360	<input type="checkbox"/>		
28.	Children from 6 years (int.)	05. Parental allowance	180	<input type="checkbox"/>	560	<input type="checkbox"/>
		08. Child care (int.)	360	<input type="checkbox"/>		
		10. Child benefit	90	<input type="checkbox"/>		
29.	Children under 6 years (int.)	15. School (int.)	180	<input type="checkbox"/>	240	<input type="checkbox"/>
		10. Child benefit	90	<input type="checkbox"/>		
30.	Orientation	12. Look-and-see- trip / Orientation tour	135	<input type="checkbox"/>	200	<input type="checkbox"/>
		14. Orientation talk	90	<input type="checkbox"/>		
		24. Welcome folder	Included, free of charge	<input type="checkbox"/>		
31.	Living	21. Accommodation (permanent)	630	<input type="checkbox"/>	680	<input type="checkbox"/>
		22. Accommodation (temporary)	135	<input type="checkbox"/>		

Furthermore, the following individual services are offered:

Nr.	Name of the individual service	Price in Euro	Selection
02.	Register registration office (Power of Attorney)	45	<input type="checkbox"/>
09.	Childcare (nat.)	225	<input type="checkbox"/>
13.	Subsequent family reunification (int.)	360	<input type="checkbox"/>
16.	School (nat.)	90	<input type="checkbox"/>
20.	Visa (expedited procedure)	360	<input type="checkbox"/>

There is also the option of booking an individual consultation:

Nr.	Product name	Price in Euro (per hour)	Selection
34.	Individual Consultation	100	<input type="checkbox"/>

I have read and accept the general terms and conditions on the website: <https://www.suedniedersachsenstiftung.de/wp-content/uploads/2019/07/Dienstleistungs-AGB-Stiftung.pdf>

I have read and accept the privacy policy on the website of the South Lower Saxony Foundation ([https://www.suedniedersachsenstiftung.de/wp-content/uploads/2020/05/DSGVO\\_Allg.\\_Datenschutzhinweise\\_web.pdf](https://www.suedniedersachsenstiftung.de/wp-content/uploads/2020/05/DSGVO_Allg._Datenschutzhinweise_web.pdf)).

I hereby confirm that the information provided is correct and that my booking is binding.

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Date/Place

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Signature of contact person