

Application for a d-number for persons with reporting duties in Altinn

Send to: **The Brønnøysund Register Centre**
 The Central Coordinating Register for Legal Entities
 P.O. Box 900
 NO-8910 Brønnøysund



The form is used by foreign nationals without a Norwegian national identity number or a d-number, who are in need of a d-number in connection with reporting duties in Altinn on behalf of a participant, as mentioned in the regulations regarding the National Registry section 2-2-3, letter d.

All the fields of the form must be filled out. The d-number applicant must attach a confirmed copy of a valid identification document containing a photo, full name, birth date, gender, expiry date, citizenship and control lines – for instance a passport or a national ID-card. The copy must be confirmed with original signature and stamp from the agency providing the confirmation; either a Norwegian public authority, a Norwegian lawyer, a Norwegian licensed accountant, a Norwegian licensed or registered auditor, Nordic police authority or a foreign entity with notary public competence.

Part 1 - Participant (To be filled out by someone who is already registered with a role, for instance the general manager or the chair of the board, in an entity, cf. The Central Coordinating Register for Legal Entities Act sections 5 and 6, and who can delegate reporting duties that are to performed.)

1. Information about the reporting entity	
Name of entity	Organisation number
2. Information about the participant it shall be reported on behalf of	
Full name (first name, middle name(s), surname)	Specify the role of the participant (e.g. general manager)
3. The participants national identity number/d-number	
4. The name of the form or the services to be reported in Altinn	
5. Signature (With my signature I confirm that the d-number applicant will be performing reporting duties on my behalf)	
Place and date	Signature

Part 2 - The d-number applicant (To be filled out by the person in need of a d-number in order to perform reporting duties)

6. Name of applicant		
Full name (first name, middle name(s), surname)		
7. Date of birth	8. Gender	9. Citizenship
10. Type of identification document		11. Issuer country
12. Postal address in Norway/your home country. The Norwegian Tax Administration will send confirmation of assigned d-number to this address		
Address		
Postal code	Place	Country
13. Signature		
Place and date	Signature	

After receiving the d-number, please order pin codes to log in to Altinn. You can order MinID pin codes by visiting altinn.no. Click: - Log in, - MinID, - Order pin codes.

Once you have received your codes, please log in and create your profile in Altinn.

The person who can delegate, for example the person you have stated in point 2, is now able to delegate roles/rights to you, so that you have access to the form or service you are going to use in Altinn.

Remember to have the form signed by both parties and to enclose a certified copy of the applicant's ID document.