



## SUPPLEMENTARY DECLARATION OF HONOUR



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### Important Note:

The supplementary declaration of honour should only be completed by the beneficial owners and/or managers/directors of the company who are different from the manager applying for the business permit.

In addition, they must provide criminal record extract no. 3 and an identity document.

## 1. Input

Fields marked with an \* are compulsory

### Information about the applicant

First name\*:

Surname\*:

Social security number:

Date of birth\*:

### I hereby declare that during three years preceding today:

- I have held a remunerated management position as a manager, formally appointed or de facto, apparent or hidden, in a company / the following companies (please specify in the table hereinafter); or
- I, alone or jointly with my spouse, partner or with a third party, have held, directly or indirectly, the majority of shares / interests in the following company / the following companies (please specify in the table hereinafter); or
- I have been able to influence significantly the management of the following company / the following companies (please specify in the table hereinafter).

Company(ies) concerned by the above point(s) \*:

Trade name*	Registered office*	Start* (YYYY/MM)	End* (YYYY/MM)

- I have neither exercised managerial positions, appointed or de facto, apparent or hidden, in a company, nor have I held, alone or with my spouse, partner or with a third party, directly or indirectly, the majority of shares / interests in a company and I have not been able to exercise significant influence over the management or administration of a company.

For any questions regarding the content of the form, please contact the following telephone number: (+352) 247 74700

For any questions relating to the signature and electronic filing of this form, please contact the Guichet Support Center at the following telephone number: (+352) 247 82 000



## 2. Supporting documents

Fields marked with an \* are compulsory

### Please join the following document:

- a copy of your passport or ID\*

## 3. Validation

Fields marked with an \* are compulsory

### By signing this document you confirm that the information entered on this form is true and accurate

We only use the data collected in this document to process your request for a business permit. Other authorities may also access this data in as far as a law or implementing regulations grant them such power.

You have the right to access, rectify and demand erasure of your personal data as required by the law of 2 August 2002 on the protection of personal data and the General Data Protection Regulation (EU) 2016/679.

You may direct your enquiries related to data protection issues directly to the department indicated in the header.

## 4. Signature

Fields marked with an \* are compulsory

City :

Applicant's handwritten  
signature \*:  
(or digital signature)

Date of application \*:

## 5. Submission by post

Send the completed and signed document, along with the required supporting documents, by post to the following address:

**Ministère de l'Économie**  
**Service des autorisations d'établissement**  
**19-21, boulevard Royal, L-2449 Luxembourg**  
**BP 535, L-2937 Luxembourg**

## 6. Submission by e-mail

Send the completed and signed document, along with the required supporting documents, by e-mail to the following address:

[info.pme@eco.etat.lu](mailto:info.pme@eco.etat.lu)

A new business permit application will however only be accepted via [MyGuichet.lu](https://myguichet.lu) or by post.