

# Important information about submitting documents when accepting a property offer or when showing interest after a group viewing

---

When you respond to a property and **receive an offer** or if you **show interest after a group viewing**, you must provide the correct documents completely and correctly **immediately upon acceptance** via email. Please note: **incomplete or incorrectly supplied documents will lead to immediate rejection of the offer.**

Make sure you have the documents below **before you respond**

---

## Overview of required documents

### 1. Proof of enrolment in the correct academic year

This document is mandatory for all home seekers.

- If the start date of the rental contract **is before 1 September of the new academic year**, you must provide proof **of enrolment for the current academic year**.
- If the start date of the rental contract **falls on or after 1 September of the new academic year**, you must provide **proof of enrolment for the upcoming academic year**.

*Example:*

Commencement date of rental contract before September 1, 2026 → proof of enrollment 2025–2026.

Effective date of rental contract on or after September 1, 2026 → proof of enrollment 2026–2027.

**Doctoral candidates** (PhD and EngD trajectories) are also **eligible for housing only at Haven or Blauwe Loper**. In that case, instead of proof of registration, you must provide a **letter of appointment, employment contract or employer's statement**.

---

### 2. Address registration via MijnOverheid (for students with an address in the Netherlands)

This document is mandatory for students who make use of the travel time bonus and have an address in the Netherlands.

To be able to provide your address details correctly, you need a **DigiD login**. Apply for your DigiD **in time** so that you can log in to [mijnoverheid.nl](https://mijnoverheid.nl) and download or print screen the necessary information.

Create a **print screen of your address history** MijnOverheid.De print screen should show the following:

- Your **initials, last name and date of birth** (*BSN blocked!*),
- Your **address on the date of responding to the advertisement** (the **reference date**),
- The **date on which the print screen was created** (desktop date).

Everything must be visible on **one print screen** (possibly reduce screen).

Please note:

- **The address you enter in your response to an accommodation must match the address registered on MijnOverheid at that time (the date of your response).**  
The address that is visible in your address history on MijnOverheid on that date is looked at.
  - Check this before you respond and **adjust your details on MijnOverheid in time** if necessary.
  - Do you use the **travel time bonus**? Then this document is **mandatory**.
- 

### 3. Address registration outside the Netherlands

This document is mandatory for students who make use of the travel time bonus and have an address outside the Netherlands.

1. For students who **have previously lived in the Netherlands**: follow the same instructions as above at **2. Address registration via MijnOverheid (for students with an address in the Netherlands)**
2. For students who **have not lived in the Netherlands before**: provide an **official document** stating:
  - Initials and surname
  - Date of birth
  - Address where you lived on the date of submission

This document must be official (e.g. a statement, extract or certificate from the municipality).

Please note:

- The **address you enter in your comment** must **match the address visible in your document**.
  - This document must not be older than 3 months.
  - Do you use the **travel time bonus**? Then this document is **mandatory**.
- 

### 4. For students who respond to a furnished accommodation at Haven/Blauwe Loper:

This document is mandatory for students who respond to a furnished accommodation at Haven/Blauwe Loper because these accommodation spaces are reserved for internationals. These living spaces are exclusively intended for international students.

- Submit your **Confirmation Statement of Admission Letter** (received by email from your educational institution before the start of the first year of study).
-

## Important

Make sure your documents:

- **be complete, accurate and up-to-date ;**
- **be clearly legible** (avoid blurry or incomplete screenshots);
- **do not show a BSN** (always shield).

In case of doubt or incompleteness, your response will be **rejected** and the offer **will expire**.

---