



Case no.

APPLICATION FOR MATERNITY/PATERNITY LEAVE (to be filled in electronically)			
Name:		Pers. ID-number (11 digits):	
Department:		Position:	
Have you held employment that accrues pension rights during 6 of the last 10 months before your benefit period (leave) begins?		<input type="checkbox"/> YES	<input type="checkbox"/> NO
If the answer is no, please enclose verification from your previous employer.			
Due date:		(Verification must be enclosed.)	
Coverage, parental benefit (must be the same coverage for mother and father):	100 % (46 weeks in total) 80 % (56 weeks in total)	<input type="checkbox"/> 100 %	<input type="checkbox"/> 80 %
The leave can start at the earliest 12 weeks before the due date – but no later than 3 weeks before. Three weeks before and six weeks after the birth, are reserved for the mother. Ten weeks are reserved for the father. The rest of the leave can be shared between the parents. If you wish to transfer the father's leave to the mother, you will have to apply to NAV.			

MOTHER*:	Period :	from		until	
Have you planned any holiday during your leave (the benefit period can be postponed due to statutory holiday)?			<input type="checkbox"/> YES	<input type="checkbox"/> NO	
If YES, state which period:		from		until	

FATHER*:	Period:	from		until	
Have you planned any holiday during your leave (the benefit period can be postponed due to statutory holiday)?			<input type="checkbox"/> YES	<input type="checkbox"/> NO	
If YES, state which period:		from		until	

*If necessary, please specify on a separate sheet of paper.

Flexible/graded leave:
If you wish to have a graded / flexible maternity / paternity leave, you must have a written agreement with your employer (department). You must fill in a separate form (from NAV) and send it through official channels together with your "Application for maternity / paternity leave".

IMPORTANT! In addition to this application, you must send a written application to NAV in order to receive parental benefit. This applies even if you receive pay from your employer. You may apply by filling in the form "Krav om ytelse ved fødsel og adopsjon" – NAV 14-05.05" (Birth / adoption benefit claim). You can take a look at the following website, as well:
<http://tjenester.nav.no/foreldrepengeveilederen/fpenger/fpengerWizard.do>

Further information regarding the regulations for maternity / paternity leave can be found on NAV's website
<http://www.nav.no/page?id=263>

..... date Employee's signature date Head of Department's signature
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