

# **Procedure for requesting a Non-Statutory Benefit**

The administration of the Non-Statutory Unemployment Benefits (BW benefits) has been outsourced to Visma Idella. The administration of the Statutory Unemployment Benefits (WW benefits) is the responsibility of the UWV Employee Insurance Administration Agency (UWV).

#### Procedure for applying for a BW benefit

You can only apply for a BW benefit if you have also applied for a statutory unemployment (WW) benefit. You can apply for your unemployment benefit via UWV. You can apply for your BW benefit via Visma Idella. This involves completing and submitting the application form to Visma Idella.

You can download the application from the VSNU website, on working days between 9:00 and 12:30 hours by telephone on 088 – 230 2650 or in writing to:

### Visma Idella Services Uitkeringsadministraties Antwoordnummer 46472 1060 WD Amsterdam

Applying for a BW benefit involves the same rules and terms as for applying for the WW benefit. You must submit your application for a BW benefit within 7 days of becoming unemployed.

The first part of the application form is to be completed and signed by you. The second part must be completed and signed by your former employer. You must then submit these two parts and the requested documents to Visma Idella.

#### **Monthly statement**

If your application for a BW benefit is accepted, you will receive a statement (income statement) from Visma Idella every month. You must fill in these statements and submit them to Visma Idella.

## **Conditions**

There are conditions associated with a BW benefit. The conditions and rules that apply depend on the sector in which you were employed. For universities, the Non-Statutory Unemployment Regulation for Dutch Universities (Bovenwettelijke Werkloosheidsregeling Nederlandse Universiteiten - BWNU) is applicable. You can download these regulations from the VSNU website.

Information about the conditions and rules that apply for receiving and retaining a statutory unemployment (WW) benefit can be found on the website of the Ministry of Social Affairs and Employment (www.szw.nl) or the UWV (www.uwv.nl).

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