

Application for payments from the Childbirth Leave Fund

pursuant to Act no. 95/2000, cf. Act no. 90/2004



Mother – application form

The mother has been continuously employed in the Icelandic labour market for the last 6 months in a position constituting a minimum of 25% employment. When a parent has worked on the domestic labour market for at least the last month of the entitlement period. The Childbirth leave fund shall, to the extent necessary, take account of his periods of employment as an employee or as a self – employed individual in another member state of the EEA agreement. An application for payments from the Childbirth Leave Fund must be filed at least 6 weeks prior to the expected delivery date.

Send the application for childbirth leave payments to:
VinnuMálastofnun - Fæðingarorlofssjóður, Strandgata 1, 530
Hvammstangi

1. Name		National ID number	
2. Address		Postal code	Municipality
3. Home phone / Mobile phone / Work phone		E-mail address	
4. Father's name		Father's national ID number	
5. a) The mother has the individual right to childbirth leave for a total of 90 days (3 months). The mother intends to take _____ days of leave. b) The mother and father have the joint right to childbirth leave for a total of 90 days. The mother intends to take _____ days of leave. c) Multiple births. Number of children: _____. 90 days of joint right to childbirth leave are added for each child. An application is filed _____ for an extension of paid childbirth leave for _____ days because of a multiple birth. The mother will take _____ days of extended childbirth leave. d) Miscarriage after 18 weeks of pregnancy. Joint right to childbirth leave for a total of 60 days. The mother intends to take _____ days of leave. e) Stillbirth after 22 weeks of pregnancy. Joint right to childbirth leave for a total of 90 days. The mother intends to take _____ days of leave. The total (a+b+c) childbirth leave for which the mother applies is _____ days. (30 days per month).			
6. Payments will begin on the date specified on the form entitled "Notification of childbirth leave." The mother's childbirth leave may begin up to one month prior to the expected date of delivery. The calculation of payments is based on a continuous twelve months prior prior to the birth of the child or the date of arrival in the case of an adoption or permanent foster care It is required that a pension contribution be deducted from the payments. Name of pension fund _____ / division (if applicable) <input type="checkbox"/> It is requested that contributions to a personal pension fund be deducted from the payments. The Childbirth Leave Fund does not make matching contributions for payments to a personal pension fund. Name of personal pension fund _____ / _____ % of payments. <input type="checkbox"/> It is requested that labour union dues be deducted from childbirth leave payments. If no labour union dues are paid during childbirth leave, all rights pertaining to union membership shall expire. Name of labour union _____ The mother requests that payments be deposited to the following bank account: Bank nr. _____ Type nr. _____ Acct. nr. _____ Payments deposited directly to a bank account are accompanied by a summary statement that can be viewed through the mother's online banking system.			
The calculation of payments to a parent during childbirth leave is based on information from the register of withholding taxes, the register of payroll taxes, and the applicant's income tax return. Should an overpayment of childbirth leave benefits be discovered after the fact, the Childbirth Leave Fund has the right to demand a reimbursement from the parent. In the event of underpayment, the Childbirth Leave Fund will remit the amount that is lacking. With his/her signature, the parent confirms also that he/she will inform the Childbirth Leave Fund of all changes that may affect the handling of this application and/or payments made in accordance with this application.			
7. City and date			
Mother's signature			

8. The following documents must be received by the Childbirth Leave Fund before payments can begin:

- A certified statement of the expected date of delivery.
- Notification to employer of childbirth leave. (This form can be downloaded from the Childbirth Leave Fund website.)
- Copies of pay slips for the past two months.

Tax card. In order to use the **personal deduction** with respect to payments from the Childbirth Leave Fund, the applicant must **send in his/her tax card no later than on the 20th day of the month for which childbirth leave payments are sought. All documents shall be submitted to the Vinnumálastofnun - Fæðingarorlofssjóður, Strandgata 1, 530 Hvammstangi.**

A self-employed applicant who estimates his/her salary must submit a statement confirming that he/she has remitted payroll tax for the last 6 months prior to the birth of the child, as well as a confirmation of the reduction of the payroll tax, if applicable.

See the following page for further information on special documentation, etc.

To be filled out by the Childbirth Leave Fund

According to this application, the following payments will be made:

- To the mother beginning on _____ To the father beginning on _____
 Application processed on _____

The fields below need only be filled out if it is necessary to submit any of the following information for the mother:

9. Name	National ID number
<p>10. The applicant requests the following:</p> <p><input type="checkbox"/> Extension of childbirth leave due to illness during pregnancy. Enter the date _____ when sick leave was fully utilised.</p> <p>The following must accompany the application: a) a physician's statement; and b) the employer's confirmation that the applicant's sick leave has been fully utilised and wage payments have been suspended.</p> <p><input type="checkbox"/> Extension of childbirth leave for safety and health reasons, from (date) _____</p> <p>The employer's confirmation of unpaid leave of absence and the necessity for such leave, or a risk assessment for the applicant's job, must accompany the application.</p>	
<p>11. During the 12 months immediately preceding the estimated date of delivery, has the mother:</p> <p>Resided abroad? No <input type="checkbox"/> Yes <input type="checkbox"/> from _____ to _____ Country _____</p> <p>Accrued the right to childbirth leave payments abroad? No <input type="checkbox"/> Yes <input type="checkbox"/> from _____ to _____</p>	
<p>12. Applies to parents who both apply for childbirth leave payments but who are not married, in a registered consensual union, or in a registered partnership.</p> <p><input type="checkbox"/> The parents intend to have joint custody of the child and will submit an agreement, confirmed by the Commissioner of their municipality, to that effect.</p> <p>The agreement must be submitted before payments will be made to the parent with whom the child does not reside.</p> <p><input type="checkbox"/> The custodial parent consents to the remittance of childbirth leave payments to the non-custodial parent. (This only applies if the non-custodial parent applies for payments from the Childbirth Leave Fund.)</p> <p>A statement of recognition of paternity must be submitted before payments will be made.</p> <p>The undersigned parent, who has custody of the child/children (multiple birth) hereby agrees that the non-custodial parent may visit and interact with the child/children during the childbirth leave period.</p> <p>_____</p> <p>Signature of custodial parent</p>	
13. Other information that the mother wishes to include:	
<p>14. The following documents accompany the application (indicate the appropriate fields with an x):</p> <p><input type="checkbox"/> Tax card. In order to use the personal deduction with respect to payments from the Childbirth Leave Fund, the applicant must send in his/her tax card no later than on the 20th day of the month for which childbirth leave payments are sought.</p> <p><input type="checkbox"/> A statement from the party wishing to amend the previously stated intention to take joint childbirth leave.</p> <p><input type="checkbox"/> A supplementary savings agreement.</p> <p><input type="checkbox"/> A birth certificate issued by Statistics Iceland, confirming that the applicant is the parent of the child, together with a statement permitting visitation (cf. Item 12 above) or a Commissioner's confirmation of joint custody.</p> <p><input type="checkbox"/> Confirmation of stillbirth or miscarriage.</p> <p>Due to illness or work-related risk to the mother:</p> <p><input type="checkbox"/> A certificate of termination of employment due to the mother's illness during pregnancy, together with a confirmation that sick leave has been utilised in full.</p> <p><input type="checkbox"/> A physician's statement confirming the mother's illness during pregnancy.</p> <p><input type="checkbox"/> A physician's statement confirming the mother's illness in relation to the birth of the child.</p> <p><input type="checkbox"/> A physician's statement confirming that the child was an inpatient in the hospital for more than 7 days before going home for the first time.</p> <p><input type="checkbox"/> A physician's statement confirming that the child is seriously ill.</p>	

- A new notification of extension of childbirth leave.
- A certificate in confirmation of unemployment benefits or accident/illness per diem payments. This applies, for example, if an application is filed for supplemental rights due to illness; it is necessary that other rights have been fully utilised before an application can be filed with the Childbirth Leave Fund.
- Employer's confirmation of unpaid leave of absence due to illness or for safety and health reasons.
- A risk assessment/employer's statement if the mother must cease work for safety reasons.
- Other statements and certificates; e.g., if a change is made to the original application:**
- A notification to the tax authorities concerning the reduction of a **self-employed** parent's estimated salary.
- A confirmation of payment of the payroll tax (Note: this only applies to a self-employed parent with an estimated salary).
- Self-employed day-care professionals must submit an income summary (estimated salary) and a certified statement from the child day-care authorities (Dagvist barna) confirming that they are licensed to operate as day-care professionals.
- Employer's confirmation of unpaid leave of absence.
- Adoption permit or preliminary approval of adoption from the Ministry of Justice and Ecclesiastical Affairs, together with a confirmation from the Icelandic Adoption Society.
- A confirmation from the child protection authorities concerning permanent foster care arrangements, or a confirmation from the appropriate authorities.
- A certificate of student status including the length of the study programme, the percentage of full-time study undertaken, and the applicant's performance in his or her study programme.
- A birth certificate if the birth has not been registered by the National Registry of Statistics Iceland.
- Adoption/confirmation that a child will be adopted.
- E 104 certificate. Confirmation of rights/lack of rights from another country. If the applicant receives payments in his/her country of residence for the same birth, that amount will be deducted from payments remitted by the Childbirth Leave Fund.
- A confirmation of the spouse's rights/lack of rights if the spouse resides abroad. It is only possible to utilise the joint right in one country or to receive payment of the difference.
- Confirmation of unemployment benefits.
- A statement confirming that the applicant would have been entitled to unemployment benefits if he/she had applied for them.
- Confirmation of accident/illness per diem payments.
- A statement confirming that the applicant would have been entitled to accident/illness per diem payments if he/she had applied for them.
- An insurance company statement confirming loss of income due to temporary inability to work as a result of an accident.
- Confirmation of unpaid leave of absence.
- Employment agreement or statement confirming commencement of employment.
- Termination agreement or statement confirming termination of employment.
- Statement confirming the student status of the applicant during the reference period for calculation of childbirth leave payments.
- The mother's consent to the granting or revocation of the father's childbirth leave if the parents are not married or in a registered consensual union, or do not have joint custody.
- Other