

## Notification of childbirth leave

To be submitted no later than 8 weeks before the estimated date of birth of the child. In order to be eligible for childbirth leave, the parent must have been continuously employed in the Icelandic labour market for the last 6 months in a position constituting at least 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.



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

1. Name of employee	2. National ID number
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3. Name of employer or company	4. National ID number
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### Employment percentage (%) with the current employer during the six months preceding the birth of the child:

6th month	5th month	4th month	3rd month	2nd month	1st month
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### Childbirth leave

6. <input type="checkbox"/> Due to birth of child	7. <input type="checkbox"/> Due to adoption	8. <input type="checkbox"/> Due to receipt of a child for permanent fostering
9. <input type="checkbox"/> Extension of childbirth leave for multiple birth – number of children		
10. <input type="checkbox"/> Due to miscarriage after 18 weeks		
11. <input type="checkbox"/> Due to stillbirth after 22 weeks.		
12. Term of childbirth leave <input type="checkbox"/> Commencement of childbirth leave shall begin with the date of the child's birth <input type="checkbox"/> Another commencement date, from _____ to _____		
13. Duration of childbirth leave <input type="checkbox"/> Continuous childbirth leave <input type="checkbox"/> Childbirth leave distributed over a greater number of time periods. The applicant must also complete Item 12. <input type="checkbox"/> Childbirth leave distributed over a longer period of time concurrent with a reduced percentage of employment; explain childbirth leave arrangement in detail: _____		
14. Childbirth leave arrangement if not continuous:  <p>The mother has the individual right to childbirth leave for a total of 90 days (3 months). The father has the individual right to 90 days. The parents also have the joint right to 90 days of childbirth leave. Childbirth leave must be taken for a minimum of two consecutive weeks at a time. The right to childbirth leave expires when the child has reached the age of 36 months. (Only applies for children born after 1 of July 2009 otherwise it is 18 months)</p>		
15. The applicant has custody of the child <input type="checkbox"/> yes <input type="checkbox"/> no	In order for a parent to be eligible for childbirth leave, either that parent must have custody of the child or the custodial parent must consent to the applicant's visiting and interacting with the child. The employer may demand proof of custody or proof of consent to visitation if he/she considers it necessary.	

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.**

16. Date and signature of employee
17. Date and signature of employer *

18. Date and signature of employer if notification is received but may be subject to amendment **
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19. Date and signature of self-employed individual ***
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**NOTE:**

\* It is desirable that the employee and the employer discuss the childbirth leave arrangement before filling out this form. If these parties are in agreement, the employer shall sign Field 15, thus confirming the arrangement. The mother is permitted to begin childbirth leave up to one month prior to the expected date of delivery.

\*\* The employer shall sign this notification and state that it may be subject to change if he/she cannot accommodate the employee's request concerning the childbirth leave arrangement. In that instance, the employer shall, within one week of receiving this notification and after consulting with the employee, propose another arrangement in writing and explain the reasons for the change. This form shall accompany the change as confirmation of the date the notification was received. Note that the employee shall have the right to take childbirth leave in one consecutive time period.

\*\*\* When applying for childbirth leave, a **self-employed parent** must submit a statement from the tax authorities confirming that the applicant has suspended or reduced paid work concurrent with a reduction in the estimated salary. The right to childbirth leave and the amount of childbirth leave payments are based on the remittance of payroll tax and on the occupational category of the self-employed parent.