

Information:
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www.aksz.ch



Application for family allowances

Ausgleichskasse/IV-Stelle Schwyz
Postfach 53
6431 Schwyz

- Employee
- Self-employed person
- Not gainfully employed person

For difference allowances, please use the appropriate form.

- Application for unique birth allowance

1 Employer

Name / company _____	Account no. _____
Address _____	Contact person _____
Post Box _____	Phone _____
ZIP / city _____	E-mail _____

2 Applicant

female male

Insurance no.

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Surname _____ Civil status: since _____

First name _____ single married registered civil partnership

Address _____ widowed separated divorced

ZIP / city _____ Date of birth _____

Resident in municipality since _____ Main job _____

Phone _____ E-mail _____

Nationality _____ Foreigners: _____ Date of entry _____

Permit for stay B C Ci G L F N S

Were you already working before this application?

yes (name / address employer): _____

no, because (reason): _____

Date as of when you are claiming for family allowances? _____

Were family allowances already been received so far? yes no

If yes, who has been receiving family allowances? _____

Until when the family allowances were received? _____

3a Legitimate children (for children listed here, please go directly to paragraph 6)

Surname / first name	Date of birth	Ongoing education*	Where does the child live? **	
			CH: Canton	Foreign country
1. _____	_____	<input type="checkbox"/> yes <input type="checkbox"/> no	_____	_____
2. _____	_____	<input type="checkbox"/> yes <input type="checkbox"/> no	_____	_____
3. _____	_____	<input type="checkbox"/> yes <input type="checkbox"/> no	_____	_____
4. _____	_____	<input type="checkbox"/> yes <input type="checkbox"/> no	_____	_____
5. _____	_____	<input type="checkbox"/> yes <input type="checkbox"/> no	_____	_____

* Children after completion of their 16th year, who are in training, a confirmation (indenture, school confirmation, enrolment receipt) must be included. You are not eligible for family allowances, if the child's income exceeds 28'440 a year.

** For children who are living abroad, please state their country of residence (in addition, fill in paragraph 6).

3b Children of unmarried, separated, divorced parents

Stepchildren

Foster children

Siblings

Grandchildren

(for children listed here, please fill in paragraph 4)

Surname / first name	Date of birth	Ongoing education*	Where does the child live?**	
			CH: Canton	Foreign country
1. _____	_____	<input type="checkbox"/> yes <input type="checkbox"/> no	_____	_____
2. _____	_____	<input type="checkbox"/> yes <input type="checkbox"/> no	_____	_____
3. _____	_____	<input type="checkbox"/> yes <input type="checkbox"/> no	_____	_____
4. _____	_____	<input type="checkbox"/> yes <input type="checkbox"/> no	_____	_____
5. _____	_____	<input type="checkbox"/> yes <input type="checkbox"/> no	_____	_____

* Children after completion of their 16th year, who are in training, a confirmation must be included (indenture, school confirmation, enrolment receipt). You are not eligible for family allowances if the child's income exceeds 28'440 a year

** For children who are living abroad, please state their country of residence (in addition, fill in paragraph 6).

4 Children of unmarried, separated, divorced parents

Particulars

biological mother

biological father

Surname / first name _____

Address _____

ZIP / city _____

Insurance no.

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Date of birth _____

Current civil status _____

Who is taking care of the children by court judgement? _____

Does the other parent pay alimony? yes no

Where do the children live (name / address / city)? _____

Employer

biological mother

biological father

name / company / city _____

Employed since _____ % workload

_____ % workload

Is he / she receiving family allowances? yes no

yes no

Unmarried parents, please include a acknowledgment of paternity and a alimony contract.
Divorced or separated parents, please include a divorce decree or a separation ruling.

5 Foster children, siblings, grandchildren

Particulars

biological mother

biological father

Surname / first name _____

Address _____

ZIP / city _____

Insurance no.

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Date of birth _____

Current civil status _____

Are the biological parents working? yes no

yes no

Name / company / city _____

Employed since _____ % workload

_____ % workload

Are the biological parents also receiving allowances for the children listed at paragraph 3b? yes no

Do the children live at the biological parents? yes no

Do the children live at the applicant? yes no

For foster children: Are they non paid and permanent in your care? yes no

For siblings and grandchildren: Do you, as applicant, predominately pay for the children? yes no

Are you receiving payments from a third party (nursing care, orphan's pension etc.)? yes no Fr. _____

Adresse of the paying agent _____

Does the child have a legal adviser or a guardian? yes no

If so, address of the legal adviser or the guardian _____

For foster children, siblings and grandchildren, please include the official maintenance agreement.

6 Children living abroad

If the child, a parent, spouse, foster-parent or stepparent is living abroad, please fill in the form E411 and submit it together with family documents and a confirmation of child's residence. You will find the form at www.aksz.ch or it can be demanded at Ausgleichskasse Schwyz.

Does a parent, spouse, foster-parent or stepparent live abroad? yes no

Ist this parent working abroad? yes no

If so, employer's address _____

If no, current status (housewife, unemployed, ill, invalidity etc.) _____

Are there already some family allowances receiving by foreign legislation? yes no

Remarks: _____

7 Information on claim reviews and income

a) If both parents are employed in the child's residence canton, the person with the higher AVS-compulsory salary is eligible to claim allowances.

b) If you are part-time employed by several employers, the family allowances are paid by the employer by which the highest AVS-compulsory salary is paid.

c) If you are self-employed, it is the AVS-compulsory income which is required to calculate a claim. If you are not gainfully employed, the taxable income is required.

Therefore we need information from both parents:

	Applicant	Other parent
		Surname
		First Name
		Vers.-Nr. 756.
<input type="checkbox"/> employed	canton:
	employer:
	AVS-compulsory salary: Fr.	Fr.
<input type="checkbox"/> self-employed:	canton:
	income: Fr.	Fr.
<input type="checkbox"/> self-employed in the agricultural sector:	canton:
	income: Fr.	Fr.
<input type="checkbox"/> unemployed:	canton:
	paying agent:
<input type="checkbox"/> not gainfully employed	canton:
	taxable income (direct federal taxation): Fr.	Fr.
<input type="checkbox"/> housewife / house husband	canton:

Do you have to forward the allowances to a person or a public office? yes no

If so, which one? (please attach declaration of assignment) _____

8 Remarks

9 Confirmation of the applicant

The undersigned person certifies that all the information given in this application is true and complete and notes, that

- only one allowance can be received for one child,
- in case of negligence or abuse, the family allowances compensation office is able to take legal action,
- allowances paid on the basis of false information or concealment of facts will have to be returned and
- if there are changes which could influence the entitlement to allowances (eg. change of civil status, number of children and their place of residence, terms of employment), the family allowances compensation office has to be informed immediately.

Date and place

Applicant's signature

10 Confirmation of the applicant's employer

The employee is employed in our company since (day / month / year): _____

The employment contract is unlimited limited in time until _____

The working relationship is

full time part-time _____ % workload

The AVS-compulsory annual salary is higher than Fr. 7'110 yes no

Remarks: _____

The undersigned employer certifies that all the information given in this application is true and complete. The undersigned employer does take notice that in case of negligence or abuse, the family allowance compensation office is able to take legal action.

Date and Place

Employer's signature

11 Enclosers (as copies and in german)

- For children, older than 16: training confirmation (eg. school confirmation, apprenticeship confirmation, enrolment receipt etc.).
- For children with an income higher than **Fr. 28'440** per year: Salary statement, account of daily allowances as well as daily allowances for sickness and insurance.
- For children of foreign nationals with in residence in Switzerland: family documents (family book / birth certificate), permit for stay or identity card.
- For children, parents, spouses, foster-parents or stepparents living abroad: Form «E411», family documents, confirmation of residence, confirmation of alimony (if parents are divorced or separated).
- For children of unmarried parents: acknowledgment of paternity, alimony contract,
- For children of separated living parents: separation ruling, confirmation of the other parent, which verifies that he or she is not receiving allowances.
- For children of divorced parents: divorce decree, confirmation of the other parent, which verifies that he or she is not receiving allowances.
- For children in foster families: officially certified maintenance agreement or other confirmation of care ratio.
- Not gainfully employed people: Latest tax declaration.