

Assess Subcontractors

Features

A subcontractor carries out tasks under their own direction and supervision, with an agreed outcome, usually at a fixed price.

Company documents

- Chamber of Commerce extract valid (3/6/12 months – depending on policy)
- G-account overview (one-off – administration check)
- Statement of payroll tax payment behaviour (every 3 months)

Additional documents/employee data EU/EEA

- Name, address, and place of residence of the employee
- Passport / ID number and expiry date (no copy)
- Citizen service number (BSN)
- Employee timesheets / own staff time registration

Additional documents/data for employees outside the EU/EEA

- Valid copy of passport (except for treaty countries – for example Turkey)
- Valid residence permit allowing work
- Valid employment permit (preferably from the Netherlands) or GVVA
- For employers outside the Netherlands, but within the EU/EEA or treaty countries: A1 form and registration on postedworkers.nl

Exceptions

- Execution of tasks subordinate to the purchase of existing goods (for example, installation of window frames)
- Activities primarily carried out in own workshop (>50% of working hours)

Special attention

For foreign subcontractors: assume that the same rules apply. Otherwise, request the following information and coordinate further:

- Office or workshop in the Netherlands?
- How long will the work last?
- First project in the Netherlands?
- Employees in the Netherlands for more than 183 days?

Legal questions?

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