

**Instructions for completing application form of Police Clearance Certificate  
(also known as Certificate of Good Conduct)**

**I. Personal data**

1.) Hungarian Personal Identification Number (shown on the back page of the Hungarian address card ). Not applied for foreign nationals.

2.) Name (family name, first name/s/)

3.) Family name (at the time of birth)

First name1 (at the time of birth)

First name2 (at the time of birth)

4.) Place (town) of birth

5.) Date of birth (YYYY/MM/DD)

6.) Citizenship

7.) Mother's maiden family name:

Mother's maiden first name1:

Mother's maiden first name2:

8.) Current residence address

Zip Code:

Town:

Province:

Street name:

Avenue/Street/Road/Drive/Crescent/Terrace/Alley, etc.

Street Number:

Building Number:

Stairwell Number:

Floor Number:

Apartment/Unit Number:

**II.** The Certificate should be sent to the following Hungarian address. For foreign nationals who are applying from abroad, the Certificate will be sent to the Consular Section of the Embassy of Hungary in Ottawa.

You should provide your e-mail address for further contact:

natural person

legal entity

**III.** You should mark "Nem" and go to section number V.

**IV.** Please skip this section

**V.** The Certificate of Good Conduct verifies primarily that an individual has a clean record; in this case, the certificate contains the disclosure "there is no record in the Register of Criminal Offenders".

Upon request, the certificate contains further data about the applicant as follows:

B) he/she has no criminal record

C) is he/she not subject to restraint of public affairs

D) is he/she not subject to restraint of profession or not subject to restraint under a profession

**VI.**

This section applies only for those who are applying in Hungary.

Date: YYYY/MM/DD

Please sign the application form at the right bottom.