



Complete the form in full
and make sure it is signed by all
relevant parties.
Then scan the form, save it in PDF
format and send it by e-mail to:

servicedesk.hrm@vu.nl

Long-term saving model

Application to start saving

Meerjaren spaarmodel
Aanvraag voor het starten met sparen

Surname, initials			
Date of birth, sex		<input type="checkbox"/> male	<input type="checkbox"/> female
Faculty or department			
Personnel number			

Information	Collective Labour Agreement, Article 5.5 paragraph 1 VUnet > Long-term saving model - explanatory notes
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In which year you would like to commence with saving?	
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Choose your proposed saving period	
<input type="checkbox"/>	3 years
<input type="checkbox"/>	4 years
<input type="checkbox"/>	5 years

How many hours per year do you want to save? <i>You can save up to 72 hours under the terms of the Collective Labour Agreement, Art. 5.5, paragraph 1¹</i>		hours per year
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Describe the purpose of the long-term leave (how you intend to use this time)	
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Are you saving for 5 years? And are you saving for a period of leave during which you will enhance your own employability from the perspective of the organization? <i>To qualify for a premium both conditions must be met. Your manager will determine the outcome as regards the second condition. See also VUnet > Long-term saving model - explanatory notes</i>	<input type="checkbox"/>	If not, you will not be entitled to a premium
	<input type="checkbox"/>	If so, a premium in hours and/or money is available ²
	<input type="checkbox"/>	a premium in hours applies
	<input type="checkbox"/>	a financial premium applies

¹ If you wish, you can save additional hours through the Optional Model for Terms and Conditions of Employment. That is not arranged through this form but on an annual basis using the self-service option entitled 'Make a selection from optional model for terms and conditions of employment'. The basic agreements you make using this form will prevail at all times.

² If both conditions for a premium have been met, indicate below which premium applies (this may also be a combination of both variants). In the section 'Additional terms or agreements' the size and amount of the premium will be specified.

Additional terms or agreements (optional)

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Employee's signature

By signing this form, you agree to take your leave within one year of the end of the savings period, in consultation with your manager, and state that you are aware of the provisions of Article 5.5 paragraph 4 of the Collective Labour Agreement.

date	signature

Signature on behalf of employer

Manager			
	name	date	signature
Personnel consultant			
	name	date	signature
Controller <i>only if a financial premium applies</i>			
	name	date	signature