

## Apply for holiday funds

You need to use this form to apply for your holiday funds if you do not have NemID.

You can apply for holidays funds you have accrued in the period from 1. September 2019 to 31 August 2020. We base the calculation of your payment on the statement made by your employer(s).

### How to apply

- Fill in and sign the form
- Send it to Lønmodtagernes Feriemidler, Kongens Vænge 8, 3400 Hillerød.

Please note that the payment will be your entire savings in Lønmodtagernes Feriemidler based on the holiday funds you have accrued during the period from 1 September 2019 to 31 August 2020. Once the application has been processed it cannot be cancelled or withdrawn.

Previous payments of holiday funds will be deducted.

### Your information

Name		Danish civil registration number (CPR-nr.)	
Address		Telephone number	
Tax conditions (tick applicable)	<input type="checkbox"/>	Regular salaried employee	
	<input type="checkbox"/>	Special tax conditions (if you check this box, please fill in page 2-3)	

### Signature

Date	Applicants signature
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Lønmodtagernes Feriemidler gathers information relevant for processing of the application and shares information with e.g. a-kasser and municipalities. The payment does not affect social benefits such as cash benefits, pensions and housing benefits.

The application must be received by Lønmodtagernes Feriemidler no later than 31 May 2021.

We process your application within 6 weeks. You will receive a letter with detailed description of your payment, once we have completed your application. Please note you will also receive a letter if your application has been rejected.

If you have questions about your application, you can contact Lønmodtagernes Feriemidler by calling 70 11 41 00.

## Send documentation for your special tax conditions

If you have stated that you have special tax conditions, you must follow the instructions below. If you are a regular salaried employee, please disregard this page.

This is what you need to do:

- Select the reason for your special tax conditions
- Tick the box for what documentation you are sending
- Send in the completed form and the required documentation together with your application

Have you applied previously?

If you have applied for a payment in 2020 and in that connection sent payslips for the period 1 September 2019 - 31 March 2020, then you only need to send payslips for the rest of the transition year, i.e. for 1 April 2020 - 31 August 2020.

If you have previously sent documentation that we will need again, please include this information when sending the documents.

Select reasons	✓	You must send in	Taxation
Government employee working on the Faeroe Islands		Payslips for the period 1/9 2019 - 31/8 2020 so we can see how the salary was taxed.	The holiday funds will be taxed the same as the salary for the period that the holiday funds are based on.  If you were taxed on the Faeroe Islands, your holiday funds will also be taxed on the Faeroe Islands. We cannot deduct Faeroese taxes, so we will pay the holiday funds without deducting taxes. We will report the payment to TAKS (the Faroese tax authority) and then you will pay the tax to them at a later date.
		Registration and account number for your Faeroese salary account that we can transfer the payment to.	If you were taxed in Denmark, we will deduct Danish taxes before processing the payment.  If only part of your salary was taxed on the Faeroe Islands in the accrual period, then only the part of the holiday funds that represent that part of the salary are taxed on the Faeroe Islands.
Employed in Greenland		Payslips for the period 1/9 2019 - 31/8 2020 so we can see how the salary was taxed.	The holiday funds will be taxed the same as the salary for the period that the holiday funds are based on.  If you were taxed in Greenland, we will deduct Greenlandic taxes before processing the payment.
		A tax exemption certificate from the Danish Tax Agency (if relevant)	If you were taxed in Denmark, we will deduct Danish taxes before processing the payment.
		Documentation for your municipality code (if relevant)	If only part of your salary was taxed in Greenland in the accrual period, then only the part of the holiday funds that represent that part of the salary are taxed in Greenland.
DIS seafarers		Payslips for the transition year 1/9 2019 - 31/8 2020, so we can see how the salary was taxed.	The holiday funds will be taxed the same as the salary for the period that the holiday funds are based on.  If only part of the salary was paid as DIS salary, then only the part of the holiday funds matching this part of the salary are paid without being taxed.

Salaried employee working via the researcher taxation scheme (forskerskatteordning)		Payslips for the period 1/9 2019 - 31/8 2020, so we can see how the salary was taxed.	<p>In order to get paid the holiday funds with the researcher taxation rates, you must have been working under the researcher taxation scheme both during the period of accrual and when the payment is made.</p> <p>If you are only subject to the special rules for researchers in one of these periods, we must deduct regular taxes when processing the payment, i.e. using your applicable tax card.</p>
		Documentation from the Danish Tax Agency that you were working under the researcher taxation scheme during the accrual period.	
		Documentation from the Danish Tax Agency that you are working under the researcher taxation scheme at the time of payment.	
Salaried employee with tax exemption under the Danish Tax Assessment Act's (Ligningsloven) Section 33(A)		A tax exemption certificate that you have received from the Danish Tax Agency.	<p>If the tax exemption certificate is valid at the time of payment, the tax rate is lowered to 0 per cent when your holiday funds are paid and no AM contribution is paid.</p> <p>If the tax exemption certificate is no longer valid at the time of payment, your holiday funds will be taxed based on the current tax card when processing the payment.</p> <p>If there is no tax exemption certificate, the holiday funds will also be taxed based on the current tax card when processing the payment.</p>
Salaried employee under a double-taxation collective agreement		Tax exemption certificate that you have received from the Danish Tax Agency valid for the period 1/9 2019 - 31/8 2020.	<p>The holiday funds will be taxed the same as the salary for the period that the holiday funds are based on.</p> <p>If only part of the salary for the period is tax free, only the part of the holiday funds that match this part of the salary are paid without deducting tax.</p> <p>If there is no tax exemption certificate, the holiday funds are taxed based on the current tax card when processing the payment.</p>
		Payslips for the period 1/9 2019 - 31/8 2020, so we can see how the salary was taxed.	

## How Lønmodtagernes Feriemidler processes your personal data

When you are in contact with Lønmodtagernes Feriemidler, you consent to our processing of some information about you as part of the case processing. This information is also called personal data.

Lønmodtagernes Feriemidler processes cases involving:

- Registration of available holiday funds
- Account statements and addition of interest payment
- Payout of holiday funds

In the following, you can learn more about what data we process, how we process the data and your rights in that connection.

Data Manager for Lønmodtagernes Feriemidler is LD Fonde, CVR-nr. 61552812.

What information does Lønmodtagernes Feriemidler process?

We only collect and process information necessary for our processing of your case. The purpose is to ensure that you get the holiday funds that you are entitled to.

Lønmodtagernes Feriemidler processes the personal data that is included in the calculation of your payment. For example, this might be information about:

- your own identity
- the identity of your employer
- your employment
- your income
- tax matters
- account number.

The information may also be from your employer, public authorities such as the Danish Tax Agency and the CPR register.

Lønmodtagernes Feriemidler processes your personal data on the basis of the Danish Act on the Processing and Administration of Outstanding Holiday Pay (Lov om forvaltning og administration af tilgodehavende feriemidler) with amendments

Lønmodtagernes Feriemidler can obtain and coordinate data for case processing and for checking payments, etc. This may be done with the help of Udbetaling Danmark on the basis of special provisions in the Danish Udbetaling Danmark Act and established guidelines, including those for deletion of data.

Lønmodtagernes Feriemidler can pass on information about you to other public authorities such as the Danish Tax Agency and Udbetaling Danmark which are legally entitled to receive this information or to parties that Lønmodtagernes Feriemidler collaborates with, such as financial institutions.

Lønmodtagernes Feriemidler stores your information during the processing of your case and deletes them at the earliest three years after the holiday funds have been disbursed and the holiday funds from your employer have been fully contributed to the fund. After the case has been processed, the data is stored on the basis of documentation requirements as stipulated in e.g. the Danish Bookkeeping Act and the Danish Access to Public Administration Files Act.

What are your rights?

You can object to Lønmodtagernes Feriemidler keeping your personal data. You can request a copy of the data that Lønmodtagernes Feriemidler has about you.

You may also request:

- to have your personal data rectified or erased
- to have the data sent to you or someone else
- that Lønmodtagernes Feriemidler suspends the processing of your data.

Finally, you can object to Lønmodtagernes Feriemidler making automated decisions.

If you ask to have your personal data erased, we may not be able to comply with your request. This may, for example, be due to the fact that your personal data is involved in a case regarding disbursement to a third party or a statutory requirement.

If you have questions

If you have questions about Lønmodtagernes Feriemidler's processing of your personal data, you must contact Lønmodtagernes Feriemidler via [borger.dk/feriemidler-kontakt](mailto:borger.dk/feriemidler-kontakt) or call us at +45 70 11 41 00. If you are writing about the processing of personal data, then please write "Personal data" in the title.

If you think that you have not received an adequate answer to your wish for access to your personal data or that Lønmodtagernes Feriemidler has failed to comply with your rights, then you can contact the data protection officer at [borger.dk/DPO-kontakt](mailto:borger.dk/DPO-kontakt) or call +45 70 11 12 13.

If you disagree with the way that Lønmodtagernes Feriemidler is processing your personal data, you can also complain to the Danish Data Protection Agency. Please note that the Danish Data Protection Agency is only a complaints body for Lønmodtagernes Feriemidler's processing of your personal data - it does not handle complaints about the processing of your case itself. If you disagree with how Lønmodtagernes Feriemidler has processed your case, you must contact Lønmodtagernes Feriemidler.

Legal framework

You can read more in:

The General Data Protection Regulation

The Danish Data Protection Act

Danish Act on the Processing and Administration of Outstanding Holiday Pay 30 January 2018 (Lov om forvaltning og administration af tilgodehavende feriemidler)

Act of 21 May 2020 concerning the amendment of the Danish Act on the Processing and Administration of Outstanding Holiday Funds (Lov om forvaltning og administration af tilgodehavende feriemidler)

The Executive Order on the Processing and Administration of Outstanding Holiday Funds

The Executive Order on Early Payment of Holiday Funds 2020 (Bekendtgørelsen om førtidig udbetaling af feriemidler 2020)

The Executive Order on Early Payment of Holiday Funds 2021 (Bekendtgørelsen om førtidig udbetaling af feriemidler 2021)

The legal framework is available (in Danish) at [www.retsinformation.dk](http://www.retsinformation.dk)

You can find the General Data Protection Regulation at [www.eur-lex.europa.eu](http://www.eur-lex.europa.eu) – search for 32016R0679