

Master data sheet (S-SB-2301)

Employee (please use block letters)

Instructions on completing the form at www.adag.tv

Please ask for translation sheet (www.adag.tv).

Missing information and verifications directly to: synchron@adag.tv



ph.: +49(0)30 695.798.0
fax: +49(0)30 695.798.98

CLEARING CENTRE:
In the name and for the account
of the employer below.

Name _____ First name _____ Birth name _____ Artist name _____

Date of birth _____ Birthplace _____ Country of birth _____

Street and street number _____ Post code _____ City _____

I hereby declare that I have a permanent residence at the above-mentioned place and that I have my own household.

- female
- male
- non-binary

Non-EU citizens:
I confirm that I have a **VALID WORK PERMIT** and will undertake to submit a **COPY**. Otherwise, clearing and payment will **NOT** be possible.

Marital status _____ Telephone (mobile phone number if possible) _____

Nationality _____ E-mail address (important!) _____

National insurance number

- Children** Yes (please enclose verification once) No
- My regular annual remuneration for 2023 is expected to be:**
- under € 66,600 over € 66,600

- Health insurance (e.g. AOK city?, BKK which?) + last statutory health insurer, if applicable
- Legal compulsory insurance / insured with KSK (artists' social insurance)
 - Voluntary statutory insurance (verification required)
 - Privately insured (proof required)
- With voluntary / private insurance, verification is required:**
- Compulsory insurance limit for 2022 (€ 66,600) was exceeded.
 - A full-time self-employed activity was established.
 - Preservation of the status quo 2002 over € 59,850 (private health insurance).
- Only with legal compulsory insurance:** The general contribution rate (entitlement to sickness benefit) applies to me even if I work less than 10 weeks:
- No Yes (verification required)

Tax identification number

Income tax attributes

I currently receive income (salary, wages, company pension, etc.) that is calculated according to my individual income tax attributes. Yes No

IBAN

BIC

The activity as a dubbing actor/artist forms the temporal and economic focus of my gainful activity.

Yes No

Important! Mandatory information:

Tax office _____ Tax number _____

subject to VAT 7% 19% 0% or not subject to VAT (small entrepreneur within the meaning of § 19 Value Added Tax Act)

Social security
STATUS

Child | student (up to 15 years) Mini-job Employee | trainee _____ Civil servant - pensioner Housewife/ househusband

Name and address of the company

School leaver Unemployed Employee on parental leave Employee on unpaid leave

Verification of status, e.g. enrolment certificate, trade licence, certificate of voluntary insurance or KSK (self-employed, freelancer) required.

Student (from 16 years) University applicant Student Self-employed Freelancer Pensioner

Irregularly employed Other status (which?) _____

I certify that the information I have provided above is complete and true. I undertake to notify adag Payroll Services GmbH of any changes without delay. I will pay the taxes for the salary received as income from self-employment.



City / date

X

Signature employee and legal representative