

# How to apply for your CHEMPARK ID card for employees of external companies:

1



Download application for „CHEMPARK ID card for employees of external companies“: [fremdfirmen.chempark.de](http://fremdfirmen.chempark.de)



2



Fill in the application and, if applicable, the supplementary sheet on special authorizations digitally. Check completeness of the application.

**IMPORTANT:** The spelling of the applicant's name must be identical in spelling to the name in the passport!

**IMPORTANT:** If your company or subcontractor is not yet registered or is operating at CHEMPARK for the first time, you must complete and sign our Company Registration Form and Data Protection Agreement.

3



Print out the application and sign it by hand. Make sure the person in charge of the order of the company located at CHEMPARK has signed, too.

4



Please scan the signed application.

5



Send the application, any special authorizations supplement, and a digital passport photo (no vacation or leisure photos) by e-mail to: [werkschutzcenter.lev@currenta.biz](mailto:werkschutzcenter.lev@currenta.biz) at least 3 working days before collection.

**Note:** Application without passport photo possible, but associated with longer processing time for pickup.

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Appointment booking for pickup at ID office:

[www.chempark.de/de/chempark/ausweisbuero.html](http://www.chempark.de/de/chempark/ausweisbuero.html)

**Note:** No spontaneous pick-ups. Immediate issuance available as a special service for a fee. Information and booking at:

Leverkusen: 0214 / 2605 99315

Dormagen: 02133 / 489 99315

Krefeld-Uerdingen: 02151 / 88 99315



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To pick up, please bring valid identification document\* and, if applicable, residence permit plus work permit in original.

\* For the purposes of the CHEMPARK regulations, the following official original documents are deemed to be identification documents, provided that the personal details contained therein are not based on information provided by the holder of the identification document himself/herself.

For German nationals, only either a valid identity card/official substitute identity card or a valid passport/official substitute passport.

For nationals of Schengen full user states, a valid, officially recognized national identity card corresponding to the German identity card or a valid, officially recognized passport/passport substitute corresponding to the German passport.

For nationals of other countries, this is a valid, officially recognized passport/passport substitute corresponding to the German passport. Unfortunately, we cannot accept other documents, such as a driver's license. Please bring the original residence permit plus work permit.