



Become a new customer at DNB

International employees - UiO

01.10.2018





Become a DNB costumer as an UiO employee.

- Visit our DNB-Office at **Karl Johans gate 27**.
- At our office, it's important that you present yourself as an international employee at the University of Oslo.
- Remember to bring ALL the documentation needed (see next page), at your initial visit.
- When you have completed the steps above, you will receive your agreement documents in the mail after about 7-10 days. You may either sign the documents and return them in the attached reply envelope, or bring them to the Karl Johan branch.
- After we have processed your signed contract you will within 7 – 10 days receive:
 - Debit card
 - Code device for online banking
 - 4 digit code for online banking
- PIN-code for the debit card is found in the internet bank

The following documentation must be submitted at Karl Johan branch

- Valid passport
 - Norwegian or foreign passport*
 - Norwegian refugee travel document (green)
 - Norwegian immigrant's passport (blue)

*Emergency passports, temporary passports or passports with an extended validity date will not be accepted.

- One of the following documents from the Norwegian Tax Administration that verifies your Norwegian national identity number:
 - Certificate of residence
 - Report on registered move to Norway
 - Printout of information recorded in the National Registry
 - Copy of the confirmation of D number from the Norwegian Tax Administration
- Valid Norwegian residence card if you are a non-EU/EEA citizen (copies of both pages must be attached)
- Employment contract valid for more than three months from now, dated and signed by the employee and the employer

DNB