



You can also file the application and related documentation online at [www.kela.fi/asiointi](http://www.kela.fi/asiointi) (in Finnish) or [www.fpa.fi/etjanst](http://www.fpa.fi/etjanst) (in Swedish)

More information is available at [www.kela.fi/family](http://www.kela.fi/family)

You can calculate the amount of the benefit at [www.kela.fi/laskurit](http://www.kela.fi/laskurit) (in Finnish) or [www.fpa.fi/berakningar](http://www.fpa.fi/berakningar) (in Swedish)



Please make sure to complete the application carefully. Attach all necessary documentation.

We may contact you for further information if necessary.

You can send the application and any supporting documents by mail [www.kela.fi/by-mail](http://www.kela.fi/by-mail)



If you have questions, please call our customer service number [www.kela.fi/phone-numbers](http://www.kela.fi/phone-numbers)

- i** If you have not previously claimed benefits from Kela and you have moved to Finland, also complete form Y 77e. If you are about to travel abroad, also complete form Y 38e (see the form for instructions).

### Application deadlines

**Maternity grant and maternity allowance:** no later than 2 months before the expected date of delivery.

**Parental allowance and partial parental allowance:** no later than 1 month before the date on which payment is set to begin.

**Extended period of parental allowance for a mother who cares for the child alone:** no later than 1 month before the date on which the extended period is set to begin.

**Parental allowance for adoptive parents and adoption grant:** no later than 2 months of the date of placement.

**Special maternity allowance:** within 4 months of the beginning of the special maternity allowance period.

**Child benefit:** within 6 calendar months retrospectively. You can use this application to claim child benefit, but a decision on the child benefit will not be given until your child has been born.

## 1. Applicant

Personal identity code

Family name and given name

Phone number

E-mail

Occupation

- i** Kela retrieves address data from the population data system. If you wish to state a different address, write it in section 10. Additional information.

Name of spouse/partner

Personal identity code of spouse/partner

I am living in a cohabiting relationship since \_\_\_\_\_.

## 2. Bank account number

### 3. Application

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Estimated date of birth of the child(ren) \_\_\_\_\_.\_\_\_\_\_.

Date of placement of the adopted child(ren) \_\_\_\_\_.\_\_\_\_\_.

#### Maternity grant

**i** If you give birth to more than one child at a time, your maternity grant will be increased. You will get 3 times the grant for two children, 6 times the grant for three children, etc. The maternity grant is available as a maternity package or a cash benefit. Please tell us how many of each you wish to receive.

Number of maternity packages \_\_\_\_\_  Number of cash benefits \_\_\_\_\_

My phone number may be released to the maternity package supplier for delivery notification purposes.

#### Maternity allowance

**i** If you work during the maternity or parental allowance period, report the days you are working to Kela. If you already know that you will be working on certain days, report them in section 10. Additional information.

Maternity allowance starting 30 working days before the due date

Early start of maternity allowance on \_\_\_\_\_.\_\_\_\_\_.

**i** You may not work or study on a full-time basis during the early-payment period.

#### Parental allowance

**i** Subject to agreement between the parents, parental allowance can be paid to either parent. If the parents choose to split the parental allowance, both can take a parental leave in up to 2 separate periods.

You may be entitled to an extension of 54 working days to the parental allowance period if at the end of the parental allowance period there is nobody who would be entitled to paternity allowance. The extended period can be longer than 54 working days if you give birth to more than one child at a time or more than one child is adopted at a time. The extension period cannot be divided up into several periods. More information is available at [www.kela.fi/parental-allowance](http://www.kela.fi/parental-allowance).

For the full parental leave period

For the following period:

\_\_\_\_\_ - \_\_\_\_\_, \_\_\_\_\_ - \_\_\_\_\_

Whole extended period for a mother who cares for the child alone

Extended period for a mother who cares for the child alone for the period \_\_\_\_\_ - \_\_\_\_\_

**Partial parental allowance** for the following period: \_\_\_\_\_ - \_\_\_\_\_

**Adoption grant** (in the case of international adoption)

**Special maternity allowance** starting \_\_\_\_\_.\_\_\_\_\_.

#### Child benefit

**i** You are entitled to a single-parent supplement if you are not married or cohabiting or if you and your spouse/partner are legally separated.

Child benefit

Single-parent supplement to the child benefit, starting \_\_\_\_\_.\_\_\_\_\_.



#### 4. Residence outside Finland

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**i** Residence or employment outside Finland may have an effect on parental benefits.

Have you lived or worked outside Finland during the 6 months preceding the due date of birth or placement?

- No  
 Yes; please indicate in which country you have lived or worked

When did you move to Finland? \_\_\_\_\_.\_\_\_\_\_.

Does your spouse/partner live or work outside Finland?

- No  
 Yes; indicate in which country (s)he lives or works

#### 5. Work or other activity

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Were you, at any time during the year preceding the maternity allowance or during the period for which you are applying:

a. an employee?

- No  
 Yes

Names of your employers (during the last 12 months)	Employment relationship started	Employment relationship ended
_____	_____	_____
_____	_____	_____
_____	_____	_____

b. a self-employed person, agricultural entrepreneur or other entrepreneur?

- No  
 Yes; state the name of your business.

c. a grant recipient?

- No  
 Yes

d. registered with the Employment and Economic Development Office as an unemployed jobseeker?

- No  
 Yes

e. a full-time student?

- No  
 Yes

f. otherwise engaged, for example doing household work, on family leave, working as an informal caregiver, temporarily laid off, or performing military or alternative civilian service?



## 6. Pay

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Is the special maternity, maternity or parental leave paid?


- No
- Yes; during the following period \_\_\_\_\_.\_\_\_\_\_ - \_\_\_\_\_.\_\_\_\_\_.
- Ask your employer to apply for parental allowance from Kela through the e-service for employers, via the national incomes register or on form Y 17e (Employer's pay report) at the latest when the period with pay has been paid.
- Yes. I am paid the difference between my salary and the allowance (employer's pay report is not needed).

Names and phone numbers (primarily to the payroll office) of the employers paying you a wage or salary.

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## 7. Other income

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-  Receiving other benefits may affect the amount of parental benefits.  
Also report benefits from other countries.

Do you receive pension payments from a source other than Kela for the same period for which you are applying for special maternity, maternity or parental allowance?

- No
- Yes; indicate the payer and the type of pension.

Do you or your spouse/partner receive benefits from other countries, for instance pension, parental allowance or a benefit comparable to the child benefit?

- No
- Yes; state the country, the institution paying the benefit, the benefit and the amount of the benefit. Attach details about the benefit paid from another country than Finland (e.g. the decision in which you were granted the benefit).



## 8. Information affecting the amount of maternity, paternity or parental allowance

**i** The amount of the allowance is based on an annual income which is calculated for the 12 calendar months prior to the month preceding the start of the entitlement to the allowance. There is therefore a 1 month gap between the start of the allowance period and the reference period for the annual income, and the income during this month is not taken into account.

Kela usually obtains the salary information needed to calculate the amount of the allowance from the national incomes register. Information on the confirmed income under YEL and MYEL is obtained from the pension providers and information about any benefits received by the applicant is obtained from the payers of the benefits in question.

Read more at <https://www.kela.fi/web/en/parental-allowances-amount-and-payment>.

While you are receiving the allowance, are you also receiving informal caregiver fee or family caregiver fee?

- No  Yes, for the time being.  
 Yes, the payment will continue until \_\_\_\_\_.\_\_\_\_\_.

Were you insured under the YEL or MYEL Act during the income reference period?

- No  Yes

Did you receive sickness allowance from the Farmers' Social Insurance Institution (MELA) during the reference period?

- No  Yes. Enclose a copy of the decision sent to you by MELA in which you were granted sickness allowance.

Did you during the reference period receive unemployment allowance from some other source than Kela?

**i** If you have received unemployment allowance from some other source than Kela during the reference period, please indicate in the section for additional information for which periods the benefit has been granted.

- No  Yes, the payment was discontinued during the reference period on \_\_\_\_\_.\_\_\_\_\_.  
 Yes, the payment still continues.

**i** If the most favourable outcome for you is achieved by calculating the allowance on the basis of the earnings or annual income used to calculate a previous maternity, paternity or parental allowance paid to you, Kela will do so automatically.

I am applying for allowance on the basis of my income for the last 3 calendar months of the reference period because, during the reference period, I have

- |   |  |
|---|--|
| <input type="checkbox"/> attained vocational qualifications and taken a degree  | <input type="checkbox"/> performed conscript or alternative civilian service   |
| <input type="checkbox"/> been partly or completely absent from the labour market after the period of allowances for parents because of caring for my under 3-year-old child at home | <input type="checkbox"/> been partly or completely absent from the labour market after the period of allowances for parents because of caring for my adopted child at home |
| <input type="checkbox"/> been absent from work because of participating in the medical care of my under 16-year old child who is ill / disabled (home care or hospital care)        | <input type="checkbox"/> moved to Finland from another country and I was not covered by the Finnish health insurance system while living abroad                            |

**i** It is also required that the income from the last 3 months of the reference period multiplied by 4 must be at least 20% higher than the total annual income calculated on the basis of 12 calendar months.

## 9. Enclosures

**i** Parental allowance cannot be paid until the mother has provided Kela with proof that she has had a post-natal medical examination. This requirement does not apply to adoptive parents.

### Maternity and parental allowance, partial parental allowance and maternity grant:

- Documented proof that the pregnancy has lasted 154 days and that the expecting mother has undergone a medical examination before the end of the 4th month of pregnancy.

### Partial parental allowance:

- Employees: Agreement on part-time work concluded with your employer  
 Self-employed persons: Statement indicating reduction in hours of self-employment and corresponding decrease in income

### Parental allowance, maternity grant and adoption grant for adoptive parents:

- Kela form SV 94 (Todistus adoptiolapsen nimeämisestä tai hoitoon ottamisesta)

### Parental allowance for adoptive parents (international adoption without service provider):

- Permission for adoption granted under section 42 of the Adoption Act and other documentation on the adoption showing that the child has been placed in your care

### Special maternity allowance:

- Kela form SV 97 completed by your doctor (Lääkärintausunto erityisäitiysvapaan tarpeesta)  
 Kela form SV 96 completed by your employer (Työntantajan ilmoitus erityisäitiysrahaa varten)

### Other documents enclosed with the application

- Please specify

## 10. Additional information

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 Write the number of the section you are referring to.

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## 11. Signature

**I declare that the information I have given is true and accurate. I will notify any changes.**

Place and date

Signature

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Information obtained for the purpose of deciding the present matter may be used for other benefit-related matters, if so required under law. Any information obtained within the context of another benefit may also be used to decide the present matter.

Please contact us for more information about which outside sources we may access to obtain additional information about your circumstances and to whom we may provide such information.

