



UPPSALA
UNIVERSITET

Subject: Swedish Tax Decision

Dear Evaluator for SciLifeLab PULSE

In order to process your Swedish tax decision efficiently and securely for payments outside Sweden, we kindly ask you to follow the steps below. Please return this email with all requested documents attached.

1. SINK Application on the Swedish Tax Agency Website

1. Click [here](#) for the SINK-application at The Swedish Tax agency web page.
2. Click on Application for Special Income Tax (Ansökan om särskild inkomstskatt).
3. Enter your email address. You will receive a one-time code via email. Enter the code, log in, and change the language to English in the top right corner.
4. Complete the SINK application by following these steps:

Step 1: Your income tax

Select "I would like my income to be taxed in accordance with Swedish legislation on special income tax for non-residents ("SINK")"

Step 2: Your income

Choose the year you are applying for. You should choose the year in which the assignment is to be paid out.

Select "Work income (salary)"

Step 3: Your personal data

Enter your personal information. If you do not have a Swedish coordination number, or you have forgotten it, select that you don't have one and attach a copy of your passport or European ID card.

If you have a passport, it is important that the entire machine-readable code on the identity page is clearly visible. If you have a European identity card, you need to attach both the front and back pages.

Enter your telephone number, email address and your address in your country of residence.

4. Your stay in Sweden

Answer “No” to this question.

5. Information relating to work in Sweden

Fill in information relating to your Swedish employer as shown below:

Information relating to your employer

Do you have a Swedish or foreign payer? *

- Swedish
 Foreign

Name of the employer/payer *

Enter information on the payer that makes the salary payments.

Uppsala Universitet

Organization number * 

NNNNNN-NNNN or NNNNNNNNNN

202100-2932

Does the employer/payer have an address in Sweden? *

- Yes
 No

Attention (Att:) 

Löneenheten HR-avd

Street address and apartment number (if applicable)

Box 256

Postcode *

75105

Postal district *

Uppsala

E-mail address

lon@uu.se

Telephone number

018 471 0000

Information on the work

Please specify the dates between which you will be performing the work: **2026-03-23—2026-05-15**. If you are performing the work in Sweden, the work is considered to only be performed in Sweden. If you will not be physically present in Sweden while working, the work is considered to be performed from your country of residence. Answer the rest of the questions according to your situation.

Please note that you should answer “No” to the question *Are you receiving compensation for travelling to and from Sweden at the beginning and end of the employment as well as compensation for housing in Sweden?*

You should also answer “No” to the question: *Do you receive other reimbursement of expenses from your employer?*

Step 6: Further details

Skip this step if there is no additional information regarding your application.

Step 7: Contact person or representative

You do not need to fill in any information here.

Step 8: Review and submit

Submit the application. **It is vital that the submitted form is saved as a PDF-file and sent back to us.**

After submission

The Swedish Tax Agency will review your application and make a decision, please note it can take up to 3 months to receive a decision. A copy of the decision will be sent to Uppsala University Payroll unit.

You may receive a letter in Swedish saying that the Swedish Tax Agency requires you to show up at their office to identify yourself. This letter will have the headline "Kallelse" or "Identitetskontroll". No action or attendance is required (even though the letter states so), meaning you do not need to visit an embassy.

Before the payment is made, the Swedish Tax Agency will send you an information letter in Swedish in short stating what tax deduction will be made, this letter will have the headline "Beslut". No action is required when receiving this letter.

If you have any questions regarding your SINK application, you can contact [The Swedish Tax Agency](#)

2. Bank Details and Proof of Account

1. Download the bank details form: Bank details form – Danske Bank (PDF)

[https://www.uu.se/download/18.3e997b3218a92fdae6a87402/1696412896815/Danske%20Bank%20utland%20\(eng.text\).pdf](https://www.uu.se/download/18.3e997b3218a92fdae6a87402/1696412896815/Danske%20Bank%20utland%20(eng.text).pdf)

2. Fill in the form. Visma client number: 79221

3. Sign the form.

4. Scan the completed form.

5. Obtain and scan a Proof of Account from your bank including your name, bank name, and account number.

Note: This is required to verify that you are the rightful account holder. Some banks allow you to download this online, while others may require a formal request.

3. Return the Email

Once all steps are completed, attach all scanned documents and return this email to the sender.

Required scanned documents, marked in yellow:

1. The submitted form to the Swedish Tax Agency, saved as a PDF-file

2. Pdf version of the completed Danske Bank form.

3. Proof of Account from your bank

A complete and accurate submission will help ensure fast processing.

Best regards,
Maria Bäckström

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