



List of supporting documents to be submitted with application for residence permit and work permit

Supporting documents		Application residence IND	Present?	Application Work permit SZW	Present?
Please read the footnotes!					
Completed and signed application form IND		x			
TB declaration		x			
Signed TWV application form				x	
Copy valid passport ¹ foreign national		x		x	
Copy valid passport employer ²		x		x	
Employer's statement		x			
Guarantee declaration					
Copy of VOG ³ (not older than 3 months), with apostille or legalization		x		x	
Copy of establishment permit		x		x	
Copy of Chamber of Commerce registration (valid for 6 months)		x		x	
Copy of liquor and catering licence (valid for 5 years)	For application hospitality industry	x		x	
Statement of compliance with tax obligations (valid for 3 months)				x	
Statement of payment arrangement (if applicable)				x	
Income statement	For private household / sole proprietorship / agriculture application	x			
Statement from the Public Entity concerning the vacancy notification (valid for 6 months)	Island test			x	
Effort obligation	2 different media outlets			x	
Employment contract				x	
Construction project				x	
Cleaning/service agreement				x	
Copy of certified diploma				x	
Copy of certificates				x	
Travel insurance (for short stay application)				x	
Site plan of foreign national's accommodation (private household)	Motivation letter/accommodation questionnaire			x	

¹ With an application for extension or change of the residence permit, the foreign national must also present the original passport.

² At the service desk, the original must also be presented with the first application for a residence permit.

³ At the service desk, the original apostilled VOG must also be presented with every application when the application concerns a short stay.



Description of the agricultural site	For agricultural application			x	
Extension					
Complete and signed IND application form		x			
Signed TWV application form				x	
Copy of valid passport -foreign national		x		x	
Copy of valid passport employer		x		x	
Employers statement		x			
Guarantee declaration		x			
Copy of residence permit		x			
Copy of work permit		x		x	
Copy of establishment permit		x		x	
Copy of Chamber of Commerce registration (valid for 6 months)		x		x	
Copy of liquor and catering licence (valid for 5 years)	For application hospitality industry	x		x	
Statement of compliance with tax obligations (valid for 3 months)				X	
Statement of payment arrangement (if applicable)				x	
Income statement	For private household / sole proprietorship / agriculture application	x		x	
Statement of consolidated payroll				x	
Statement from the Public Entity concerning the vacancy notification (valid for 6 months)	Island test			x	
Effort obligation	2 different media outlets			x	
Copy of payslip		x			
Construction project				x	
Cleaning/service agreement				x	
Application complete?			Yes/no		Yes/no
Correction of omission 2 weeks			Yes/no		Yes/no
Application complete?			Yes/no		Yes/no