

LOOK BOOK : VISA

VISA



VISA

Starting a Company requires the correct planning and preparation. Each Company must have a duly authorized trade license, with an appropriate activity in order to begin its operations.

In the same way, each Employee of the Company must have a duly authorized visa in order to start work. You will not achieve your business goals without the proper license and visas.

Applying for a visa in the UAE can be somewhat tedious and time consuming, especially if you are not familiar with the correct process and requirements.

That is why we have taken measures to provide our visa facilitation service, so that, from start to completion, acquiring your visa will be simplified.

PROCEDURE FOR VISA APPLICATION:

- Step 1: Open an Immigration File for your visa application
- Step 2: After your file is registered, you will acquire your Initial visa (e-visa)
- Step 3: The penultimate stage would be to undergo a short Medical Assessment as a Government requirement.
- Step 4: The overall process will be completed upon receipt of your Emirates ID Card



SUMMARY OF REQUIREMENTS:

- **Original Passport**
- **4 pieces passport size photos with white background**
- **Original completed visa application form**
- **Original employment contract** (signed and stamped by both parties, in duplicate.)
- **Cancellation documents** (for those previously employed in The UAE.)*
- **Visit visa copy** (If you are applying from inside the UAE.)
- **CV or Resume**
- **UAE Attested and Arabic translated Higher Education Diploma or Certificate or Degree** (for employees)*
- **Transfer Visa documents** (for existing Free Zone Visa holders.)*

TIME SCALE:

Approximate 10 working days

COST:

Starting at
AED 8,820

VIP VISA SERVICE.

Our VIP Visa package takes the headache out of your visa processing. We'll have all the documents prepared and ready for our experienced staff to simply attend the medical center with you. Once the medical test is completed you can leave the rest to us and we will complete all the formalities and have your Visa and I.D card processed while you continue with your every day business.



OUR SERVICE INCLUDES:

- Application for your Company immigration file
- Preparation of all documents
- Submission of documents for typing
- Collection of your initial immigration visa
- Accompanying you to the appointed medical center
- Application of your Emirates I.D.
- Collection of your medical results
- Submission of your completed medical files to immigration
- Collection of your Passport with your new visa
- Delivery of your Emirates I.D

RENEWAL OF VISA

Once your residence visa is expired, your sponsor must soon renew it, if you wish to continue living legally in the UAE without any fines or legal consequences. So it is advisable to go ahead with visa renewal in advance.

REQUIREMENTS FOR VISA RENEWAL:

- Original Passport
- Copy of previous residence
- Continued health fitness certificate approved by the Ministry of Health
- Identity card (valid)
- Health insurance (valid)

TIME SCALE:

Approximate 5 working days

COST:

Starting at
AED 7,500



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