



**EMPLOYMENT VISA REQUIREMENTS**

	<b>REQUIRED DOCUMENTS</b>	<b>YES/ NO</b>	<b>REMARKS</b>
<b>1.</b>	<b>Visa application form</b> <ul style="list-style-type: none"> <li>Filled in and Printed Application (<b>use the following link <a href="http://visa.mfa.gov.ua">http://visa.mfa.gov.ua</a> to fill-in ONLINE application</b>)</li> </ul>		
<b>2.</b>	<b>One recent colored photograph</b> <ul style="list-style-type: none"> <li>Must be a clear copy, high-resolution, white background and not older than 6 months</li> <li>Passport size : <b>4.5cm×3.5cm</b> in width</li> </ul>		
<b>3.</b>	<b>No-objection letter (NOC) from employer or sponsor</b> <ul style="list-style-type: none"> <li>A letter from the QATAR Company must be <b>original</b> (signed &amp; stamped).</li> <li>Letter must include employee's position, start date of employment, salary details and guarantees that the employee will return to his/her country and workplace after his/her travel.</li> <li>Must be dated not older than a month.</li> <li>It must have the company's full contact details (i.e. physical address and telephone/fax numbers, email/website).</li> <li>If the applicant is the owner or partner of the company, a copy of the <b>trade license</b> is required.</li> <li>➤ Applicants under the sponsorship of a <b>husband/father/mother/wife/employer visa***</b></li> <li>Sponsorship letter (issued by the sponsor***, it must confirm the travel dates, and financial undertaking). Sponsor's residential address in the QATAR and contacts details must be indicated in the letter.</li> <li>Passport and QATAR visa copy of the sponsor.</li> </ul>		
<b>5.</b>	<b>Proof of Travel</b> <ul style="list-style-type: none"> <li>Flight reservation (provisional or confirmed).</li> </ul>		
<b>6.</b>	<b>Certificate of Employment</b> <ul style="list-style-type: none"> <li>Original Certificate of Employment issued by Ukraine's State Centre for Employment. Foreigners / stateless persons exempt from the requirement to obtain a work permit in order to be employed in Ukraine are to provide a copy of the work contract.</li> </ul>		
<b>7.</b>	<b>Medical Cover / Travel Insurance</b> <ul style="list-style-type: none"> <li><b>Medical Cover</b> <ul style="list-style-type: none"> <li>➤ Copy of the insurance card.</li> <li>➤ Copy of the insurance policy or certification from the service provider for the "Proof of Coverage".</li> <li>➤ The insurance coverage/geographical scope must indicate that the insurance covers "WORLDWIDE" or including Ukraine)</li> </ul> </li> <li><b>Travel Insurance</b> <ul style="list-style-type: none"> <li>➤ <b>Travel insurance policy</b> to cover Ukraine and the period of stay (the policy should provide a minimum of €30 000 or equivalent coverage).</li> </ul> </li> </ul>		
<b>8.</b>	<b>Proof of financial means / Bank Statements</b> Applicant's <b>original bank statement/originally stamped</b> statement by the bank for the <b>last 3 months</b> . (You must have sufficient financial resources to cover your cost of living in Ukraine; as a rule, an amount of \$150 per day is considered sufficient).		
<b>9.</b>	<b>Passport / QATAR Residence Visa /Previous Ukraine and Other Visa/s</b> <b>Passport</b> <ul style="list-style-type: none"> <li>Valid for at least 6 months from the date of submission, issued within the previous 10 years and containing at least 2 blank visa pages.</li> <li>The original and copy of passport with the QATAR residence visa must be submitted.</li> </ul> <b>QATAR residence visa</b> <ul style="list-style-type: none"> <li>It must be valid for at least 3 months from the date of application submission.</li> <li>Copy of valid QATAR Residence visa.</li> </ul> <b>Ukraine and Other Visa</b> <ul style="list-style-type: none"> <li>Photocopies of previous Ukraine, USA, Japanese, Schengen, and UK Visa/s (if any) must be submitted.</li> </ul>		

- Application can only be submitted **3 MONTHS** or closer to the date of intended travel to Ukraine.
- Application must be applied “In-person” by the applicant (Except for minors under 16 years old). A notarized authorization letter is required in case sending a representative to apply in applicants behalf.
- ONLY Citizens and Residence of Qatar can apply for Ukraine visa in Qatar.
- Regular processing time is **10 working days** and **5 working days** for expedite visa request.
- VFS Ukraine Visa Application Centre will only accept / process complete visa applications – it is the responsibility of the applicant to ensure that he or she submits a complete application.
- For Cabin Crews and Pilots, processing time can take up to 3 working days only by opting for the urgent visa service.

**For collection of passports:**

Original receipt , Qatar ID if being collected directly by the applicant	Between 15:00 to 17:00
Qatar ID card, Original receipt and authorization letter if being collected by a representative	

**Remarks:**

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I hereby declare that the above statement is true and I am willing to take the risk and accept whatever will be the result of my application after being advised by the VFS officer with regards to my documentation/s:

**Applicant’s Signature:** \_\_\_\_\_

**VFS Officer Signature :** \_\_\_\_\_

**Date:** \_\_\_\_\_