



**EMPLOYMENT AT UKRAINE'S COMPANY / ORGANIZATION
VISA REQUIREMENTS – (D-04)**

REQUIRED DOCUMENTS		YES	NO
1	<p>Visa Application Form</p> <ul style="list-style-type: none"> Application must be filled ONLINE & PRINTED (Link - https://visa.mfa.gov.ua/system/index to fill-in application, select place of submission as “Visa Application Center of Dubai or Abu Dhabi” as per your location of submission) 		
2	<p>One recent colored photograph</p> <ul style="list-style-type: none"> Must be a clear copy, high-resolution, white background and not older than 6 months Passport size : 4.5cm x 3.5cm in width Same photo must be uploaded on the Visa Application Form. 		
3	<p>No-objection letter (NOC) from employer or sponsor</p> <ul style="list-style-type: none"> A letter from the UAE Company must be ORIGINAL only (signed & stamped). Letter must include employee’s position, start date of employment, SALARY DETAILS and exact purpose as “EMPLOYMENT” along with guarantee that the employee will return to his/her country and workplace after his/her travel. Must be dated not older than a month. It must have the company’s full contact details (i.e. physical address and telephone/fax numbers, email/website). If the applicant is the Owner/ Partner/ Investor of the company, a copy of the TRADE LICENSE is also required. Applicants under the sponsorship of a husband/father/mother/wife/employer visa*** <ul style="list-style-type: none"> Originally signed Sponsorship letter (issued by the sponsor***, it must confirm the travel dates, exact purpose of travel, relationship, details of the applicant, and financial undertaking). Sponsor’s residential address in the UAE and contacts details must be indicated in the letter. Passport and UAE residency visa copy of the sponsor. 		
4	<p>Work Permit for Employment at Ukraine's Company / Organization – D-04</p> <ol style="list-style-type: none"> ORIGINAL and a PHOTOCOPY of Work Permit for Employment issued by Ukraine’s State Centre for Employment. Copy of the WORK CONTRACT. Copy of COMPANY REGISTRATION <p>Details of Company like Full Name, Complete Address, Contact Number, Email and EDRPOU (ЄДРПОУ) code are mandatory to be filled on the Visa Application Form.</p> <p><i>All above documents are mandatory to apply for Work Permit. Applications will not be accepted if a ny document is missing.</i></p>		
5	<p>Proof of Travel</p> <ul style="list-style-type: none"> 2 way Provisional Booking or Flight Reservation must be provided at the time of Visa Application . 		
6	<p>Medical Insurance or Travel Insurance along with Ukrainian COVID-19 Cover</p> <ol style="list-style-type: none"> General Medical Cover or Travel Insurance for WORLDWIDE Coverage or Ukraine. (The policy should provide a minimum of €30 000 or equivalent coverage during the 3 months in Ukraine) Ukrainian COVID-19 Treatment coverage – A COVID-19 Treatment Insurance Cover issued from Ukrainian Insurance Provider only. It must cover costs related to COVID-19 treatment, observation and must be valid during the 3 months in Ukraine. <p>IMPORTANT NOTE - Employment at Ukraine's Company / Organization a D-Type Visa, Insurance must be provided for 90 days or 3 months valid from date of travel. D-Type Visa Application without 3 Months valid insurance will not be accepted.</p> <p><i>Alternatively, the COVID-19 Cover from Ukraine may also include a minimum of €30 000 or equivalent coverage, in that case only one insurance can be provided.</i></p>		

7	Proof of Financial Means / Bank Statements <ul style="list-style-type: none"> Applicant's up to date 2 month original bank statement/originally stamped statement by the bank. (You must have sufficient financial resources to cover your cost of living in Ukraine; as a rule, an amount of \$100 per day is considered sufficient). 		
8	Passport / UAE Residence Visa /Previous Ukraine and Other Visa/s <p>Passport</p> <ul style="list-style-type: none"> 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. The ORIGINAL and PHOTOCOPY of passport with the UAE residence visa must be submitted. <p>UAE residence visa</p> <ul style="list-style-type: none"> It must be valid for at least 3 months from the date of application submission. Photocopy of valid UAE Residence visa. <p>Ukraine and Other Visa</p> <ul style="list-style-type: none"> Photocopies of previous 2 years Ukraine Visa/s (if any) must be provided. Photocopies of only VALID USA, Japanese, Schengen, UK and/or Canada Visa/s (if any) must be provided. 		

NOTE:

- D-Type Visa are valid for 90 Days and Multiple Entry by Default.
- 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. All Applicants of the age 12 and above must attend the Visa Centre for Biometric Collection.
- Residence from **Abu Dhabi, Al AIN, and Kingdom of Bahrain** can **ONLY** apply in Embassy of Ukraine in Abu Dhabi.
- Standard processing time is approximately **10 working days**.
- Urgent processing time is approximately **5 working days**.
- URGENT Processing is Not Available for all Nationalities, please check with VFS Global Ukraine Submission Counter if you are eligible to apply for Urgent Processing.**
- VFS Ukraine Visa Application Centre will only accept / process incomplete visa applications – it is the responsibility of the applicant to ensure that he or she submits a complete application.
- For family applications a copy of bank statements, air ticket, hotel booking, insurance, invitation, etc. Must be attached in each application.
- All documents must be submitted in English or Ukrainian Language Only.**

For collection of passports:

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

Remarks:

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: _____