**The alien intends to perform a job demanding high qualification, when their vocational activity is *not regulated* and they do not need the Employment Service decision regarding the conformity of the work to the labor market needs of Lithuania (Article 40 Part 1 Point 41 of the Law on the Legal Status of Aliens)**

**** [**The determined form request to issue the temporary residence permit in the Republic of Lithuania**](http://www.migracija.lt/l.php?tmpl_into%5b0%5d=index&tmpl_name%5b0%5d=m_site_index178&tmpl_into%5b1%5d=middle&tmpl_id%5b1%5d=2052)**.** *The request shall be filled-out on the Lithuanian Migration Information System (‘MIGRIS’);*

** Valid travel document (passport);**

 **Number of facilitation letter** **submitted by the employer via the Lithuanian Migration Information System (**[**MIGRIS**](http://www.migracija.lt/)**) (shall be indicated via ‘MIGRIS’ when filling-out the request regarding the temporary residence permit);**

**The facilitation letter shall indicate:**

* ***High vocational qualification of the alien and its conformity to the workplace is affirmed.***

***The employer must make sure that the alien has documents affirming their high vocational qualification (higher education diploma, decision of the competent institution regarding the academic acknowledgment of the alien’s qualification or document affirming the equation of vocational experience to the higher education qualification).***

** *When the alien intends to take-up high qualification work as the manager of the company,* document issued by Public Body “Invest Lithuania” affirming that the employer, who is intending to employ the alien to perform high vocational qualification work as the manager of the company, is the company established in the Republic of Lithuania, the annual income of its participant (company or company group established in the foreign country) within the last three financial years (if the company is active for less than three years - from the date of establishment) and until the day of submitting the request at least during one financial year is no less than 1,000,000.00 EUR;**

** The undertaking of the alien, that they will declare their place of residence in the dwelling, the residential area of which for one adult person, who declared their place of residence therein, will be no less than 7 square meters;**

** If the alien in the foreign country(ies), wherein prior to arrival to the Republic of Lithuania they lived or they are currently living for the last 2 years, was not sentenced:** **The affirmation of the alien when filling-out the request via ‘MIGRIS’ that they were never sentenced in this (these) foreign country(ies);**

**or**

 **If the alien in the foreign country(ies), wherein prior to arrival to the Republic of Lithuania they lived or are currently living for the last 2 years, was sentenced: valid certificate(s) issued by the competent institution(s) of this (these) foreign country(ies) affirming that therein they were sentenced - criminal record, which must be issued no sooner than 6 months before the day of submitting the request to issue the permit. The criminal record must indicate when and for what criminal activity the alien was sentenced, what punishment was imposed against them and whether it was served1;**

** *If another person paid the public fees for the alien*: the extended form of the payment order of the paid public fees, wherein the name(s), surname(s), personal identification number or date of birth of the alien, for whom the payment was made, is indicated;**

** The paid public fees for the payment order *for the adoption of decision regarding the conformity of the alien’s work demanding high vocational qualification to the needs of the labor market of the Republic of Lithuania* with the bank mark or receipt, or the paid public fees for the extended form of the payment order for the adoption of decision, if another person paid the public fees for the alien for the adoption of decision.**

I have checked whether all of the necessary documents in regards to the issuing of the temporary residence permit were submitted \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,

 (Citizenship, name(s), surname(s) and date of birth of the alien)

and I have accepted/not-accepted them:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Name of position)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Signature)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Name(s) and surname(s)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 (Date)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Notice. After arriving at the booked time at the Migration Department, the presence of the alien in Lithuania must be lawful.**

**1Criminal record stating when and for what criminal activity the alien was sentenced, what penalty was imposed and whether it was served must be translated in to Lithuanian language and the translation must be affirmed by the person or institution having the right to testify the translation from one language to another.**

 **Criminal record must be legalized or certified (*Apostille*) in accordance to the Government determined procedure, save for the criminal record issued:**

* **In Ukraine, Russia, Estonia, Latvia or Moldova;**
* **By the diplomatic agency or consular institution of the foreign country residing in the Republic of Lithuania;**
* **By the diplomatic agency or consular institution of the foreign country residing abroad and accredited along with the other country for the Republic of Lithuania.**