**The foreigner is planning to engage in work, which requires high professional skills, when he/she complies with the conditions established in the legal acts of the Republic of Lithuania for the exercise of *not regulated* professional activities and he/she needs a *decision of the Employment Service* on the compliance of the work with the needs of the labor market of the Republic of Lithuania
(Law on the Legal Status of Foreigners, Art. 40, pt. 1, para. 41)**

** An application form to issue a temporary residence permit in the Republic of Lithuania. *Application is submitted using Lithuanian migration information system (MIGRIS);***

** A valid travel document (passport);**

** Employer's mediation letter number. Employer's mediation letter additionally must include:**

* ***date of registration of the vacancy in the information system managed by the Employment Office;***
* ***estimated duration of the employment contract;***
* ***employer's obligation to employ the foreigner for a period of not less than one year under an employment contract or a period not less than one year of an employment contract, where the monthly salary is not less than 1.5 times the average monthly gross salary of employees working in the national economy in the last quarter (including the salaries at private enterprises), as indicated by the Statistics Lithuania;***
* ***intended place of work of the foreigner (employer name, code, address, telephone number, e-mail address, name of the branch or representative office, name of the structural unit, the address of the intended workplace) and the function of the job (title of profession or job title and code based on the Lithuanian Classification of Occupations).***

***The application for mediation has to be submitted using the Information System of Public Services related to issuance, consultation, provision of personal and other documents to citizens of the Republic of Lithuania and foreigners (EPIS)*;**

** A document confirming high professional qualification (*university diploma1, decision of a competent institution regarding the academic acknowledgement of foreign qualifications or a document to confirm the recognition of professional experience as a higher education qualification*);**

** A document, confirming that the foreigner has living premises to declare his/her place of residence, the living space of which for one adult person that has declared his/her place of residence is at least 7 square metres, under the right of ownership or is using such premises under the basis of rent or lending, and if the said contract is drawn for a period that is not shorter than the period of validity of the temporary residence permit and is registered at the Public Institution Centre of Registers (Register of Real Estate), or an obligation of a legal person to provide the foreigner with a place of residence, which meets the defined requirements for a living space for the period of the validity of the temporary residence permit, confirmed with the signature and seal of a notary of the Republic of Lithuania, head of an elderate of a municipality of the Republic of Lithuania or an authorised state officer of the Migration Department or the Migration Service, if the said legal person must have a seal;**

 **if the foreigner in the foreign state (s), where he/she has lived before coming to the Republic of Lithuania or has been living for the last 2 years (except for cases, when the residence in a foreign state was shorter than 6 months in a period of 12 months), has not been convicted: a written statement by a foreigner that he/she has not been convicted in this (these) foreign state (s);**

**or**

 **if the foreigner in the foreign state (s), where he/she has lived before coming to the Republic of Lithuania or has been living for the last 2 years (except for cases, when the residence in a foreign state was shorter than 6 months in a period of 12 months), has been convicted: a certificate from (a) competent institution(s) of this (these) foreign state(s), confirming that he/she has been convicted (certificate of conviction) in the said foreign state(s), which must be issued not earlier than 6 months before the application for a temporary residence permit. The certificate of conviction must indicate when and what criminal activity the foreigner has been convicted for, what penalty was imposed to him/her and if it was fully served2;**

** *if the state fee for the foreigner were paid by another person*: the extended payment order for the state fees made, which features the foreigner's that the fee was made for, name(s), surname(s) and personal code or date of birth with a bank seal**

**or**

** *if the application is urgent*: payment order for a state fee paid with a bank seal or a receipt (it is also possible to make the payment during the application)*.***

** paid state fee for the decision on the compliance of the decision of the foreigner with a high professional qualification for the labor market needs of the Republic of Lithuania with the bank mark or receipt or the payment form with bank mark of the state fee for the decision making, if the state fee for making the decision was payed by another person.**

I checked that all the necessary documents for issuing a temporary residence permit have been submitted \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ ,

 (foreigner's citizenship, name(s), surname(s) and date of birth)

and I accepted / did not accept them:

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

 (office title)

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

 (signature)

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

 (name(s) and surname(s)

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

 (date)

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

**Note: Documents regarding the issue of a temporary residence permit in the Republic of Lithuania may be submitted in Lithuania if the foreigner is legally in the territory of the Republic of Lithuania**

**1 A higher education diploma issued abroad must be translated to Lithuanian language, certified by interpreter and legalized or certified (*Apostille*) according to the procedure prescribed by legal acts, except for the higher education diploma issued in Ukraine, Russia, Estonia, Latvia or Moldova.**

**2****A certificate of conviction stating that the foreigner has not been convicted may be given in the original English language or may be translated from other language to English, certified by an interpreter.**

**A certificate of conviction, which is not written in the original English language or which states**

**when and what criminal activity the foreigner has been convicted for, what penalty was imposed to him/her and if it was fully served, must be translated to Lithuanian language, certified by interpreter.**

**The certificate of conviction must be legalized or certified (Apostille), according to the procedure prescribed by legal acts, except for the certificate of conviction issued by:**

**- Ukraine, Russia, Estonia, Latvia or Moldova;**

**- foreign diplomatic missions or consular posts residing in the Republic of Lithuania;**

**- foreign diplomatic missions or consular posts residing abroad and accredited without any other country, including the Republic of Lithuania.**