**The alien intends to work in accordance to the employment contract and their vocation is included in to the list of vocations that have vacancies in Lithuania in accordance to the type of economic activities**

**(Article 44 Part 1 Point 3 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 is submitted via 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 must indicate:**

* **The qualification of the alien, by confirming its conformity to the workplace, the current and former workplace(s) of the alien, wherein they worked in accordance to the qualification for no less than one year within the last five years, duration of work and position.**

*The employer must ascertain that the alien has documents affirming their qualification (diploma, certificate etc.) and no less than one year work experience in accordance to the qualification within the last five years (service book, certificate from the previous and/or current workplace)*

 **When the company, which undertaken to employ the alien, to whom visa waiver regime is applied, or the citizen of the Republic of Belarus, is included in to the List of Affirmed Companies, the facilitation letter must indicate:**

* + **The qualification, by affirming the conformity of it to the workplace,** or
	+ **Current and former workplace(s), wherein the alien in accordance to the vocation indicated by the employer has worked for no less than one year within the last five years, duration of work and position.**

 *The employer must ascertain that the alien has documents affirming their qualification (diploma, certificate etc.) or no less than one year work experience in accordance to the vocation indicated by the employer within the last five years (service book, certificate from the previous and/or current workplace)*

** *if the facilitation letter indicates that the alien’s monthly wage is less than 1 MMW,*** [**document affirming that the alien has sufficient funds and/or receives regular income**](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=1195)  **(e.g., *bank certificate*);**

**** **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;**

**The residential area requirement is not applicable for the:**

* **Driver of the International Cargo Transportation Vehicle;**
* **Alien, who the employer forwards to work to another member state of the EU or EFTA in accordance to the agreement regarding service provision or work performance in that country. In this case, the documents are submitted, which affirm that the employer forwards to work the alien to another member state of the EU or EFTA in accordance to the agreement regarding service provision or work performance in that country.**

** Certificate(s) issued by the competent institution(s) of the foreign country (countries), wherein prior to arriving in the Republic of Lithuania the alien was living or is living for the last 2 years (save for those cases, when living in the foreign country lasted less than 6 months within 12 month period) affirming, that the alien was not sentenced in this (these) country (countries) (certificate confirming the absence of any criminal record), which must be issued *no sooner than 6 months before* the day of accepting the request to issue the temporary residence permit. If the alien while residing in the Republic of Lithuania for the purposes of the issuance of the temporary residence permit submits the valid national visa of the Republic of Lithuania, with which they arrived to the Republic of Lithuania, and intends to further stay in the Republic of Lithuania, then along with the request to issue the temporary residence permit they may also submit the valid criminal record(s), which is (are) issued *no sooner than 1 month* prior to the day of receiving the national visa of the Republic of Lithuania. If the alien was sentenced, the criminal record must indicate when and for which criminal activity they were sentenced, what sentence was awarded and whether it was served\*;**

** *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.**

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.**

\* **Criminal record, wherein it is stated that the alien was not sentenced, may be submitted written in original English language or an English language translation from another language may be submitted, which is affirmed by the person or institution having the right to testify the translation from one language to another**.

 **Criminal record, which is not written in original English language, or which states when and for which criminal activity the alien was sentenced, the sentence awarded and whether it was served, must be translated 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.**