

Employment (dispatch) Visa to Korea Checklist

- Arrange your documents in the order according to the checklist.
- All documents should be printed or photocopied on A4-sized paper.
- Separate all the application documents for different applicants into individual sets.
- NO staples/pins/paper clips should be used on documents.

	DOCUMENTS:
<input type="checkbox"/>	Visa application form completed, printed out and signed by hand.
<input type="checkbox"/>	Original and copy of a passport with at least 6 months validity beyond the validity of the visa.
<input type="checkbox"/>	Passport-size colour photograph – can be arranged in our office.
<input type="checkbox"/>	Copy of Identity card issued by Singapore Government (front and back).
<input type="checkbox"/>	Printout of the validity and expiry status of a pass which can be obtained with a free SGWorkPass app (available on App Store and Google Play).
<input type="checkbox"/>	Letter issued by Singapore company to verify your employment status such as designation, salary, date of hire, date and purpose of visit (issued within recent 1 month). LOC (Letter of Consent) issued by MOM is required if you are LTVP / LTVP+ holder.
<input type="checkbox"/>	Invitation letter issued by Korean company (a scanned copy is acceptable). It must include information like the date of the visit, the purpose of the visit, and the duration of the visit.
<input type="checkbox"/>	Certificate of Business Registration of Korean company. It must have been issued within recent 3 months.
<input type="checkbox"/>	Contract (a scanned copy is acceptable).
<input type="checkbox"/>	Completed and signed Global Singapore visa order form