

Family ARC 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"/>	Explanation letter regarding visit to Korea (written by the applicant or Korean family member).
<input type="checkbox"/>	Copy of passport and Alien Registration Card (ARC) of the immediate family member residing in Korea.
<input type="checkbox"/>	Official family relations document to prove relationship (i.e. marriage certificate, birth certificate)
<input type="checkbox"/>	Applicable to EP, SPass, WP, LTVP, DP, STP only: <ul style="list-style-type: none"> - Letter issued by Singapore company/school that confirms the applicant’s leave request (original and must be issued within recent 1 month) AND - Proof of return to Singapore (please choose one): <ul style="list-style-type: none"> o Entry approval issued by ICA/MOM o Business Travel Pass issued by MT o If the entry approval application is still pending/not available, the company would need to explain in the company letter what action(s) will be taken to ensure that the applicant leaves Korea in the event that entry approval to Singapore is rejected
<input type="checkbox"/>	Recent 3 months Singapore bank account statements / passbook (original and copy) / e-statements. * Credit/debit card statements will not be accepted.
<input type="checkbox"/>	Completed and signed Global Singapore visa order form

- ❖ To be eligible to apply for a multiple-entry visa, you must have visited South Korea at least once in the last 5 years.