

Denmark Work Visa

(BIOMETRIC MANDATORY FOR WORK / RESIDENCE PERMIT VISAS,
APPLICANT TO COME IN PERSON)

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Work Visa Requirement:

- Valid passport must not be older than 10 years also it must be valid for at least THREE MONTHS longer than the intended stay. The passport must also have at least TWO BLANK PAGES to affix the visa and should be along with all old passport booklets.
- **Coloured photocopy of all the pages of current passport booklet along with the BIO PAGE and VALID VISA PAGES of all old passports booklets (Rs 700/- EXTRA SHALL BE CHARGED for doing this job).**
- 2 Forms.(duly filled and signed by pax in his/her own handwriting only) along with 2 sets of documents.
- 5 Recent Passport Size Colour Photographs With white Background To Be Glued On The Appropriate Place On The Visa Application Form(photo size3.5mm to 4.5mm).
- Covering Letter From The Applicant On Companies Letter Head Stating His Name, Designation, Purpose, Duration Of Visit And Salary Explanation In Denmark In Dk Crown.
- A Work Contract Signed By The Employer And The Applicant.
- Employer Residence Status, Ref. Above.
- Employer Business Registration.
- Evidence Of Applicants Financial Means If Applicant Is Paying The Trip To Denmark.
- Authority Letter authorising **Mr Mohan Kumar** of **M/s Jetsave India Tours Pvt Ltd**to submit and collect documents.
- Educational documents of pax(main final degree required).

Biometric to be done within 14 days of the submission of the documents from the VFS Centre at: DELHI, MUMBAI, CHENNAI OR KOLKATA.[for further details

please go through the note below as ** PROCESS FOR BIOMETRIC ****]**

Further, any change in fees, additional document or personal presence of the applicant might be required which is on the discretion of the embassy.

Fees:

Work /Residence Permit - Rs. 16700/-

VFS Charges Rs 1520/- per case

by draft in our favour to be sent along with documents.

NOTE: Token charges applicable.

Time Taken:

After All Information Has Been Collected The Embassy Will Refer The Case To The Danish Immigration Service. Processing Will Take Minimum A Months Time. Once The Decision Is Available The Embassy Will Inform The Applicant.

Submission & Collection Days: Monday, Wednesday, Thursday

Information:

[PROCESS FOR BIOMETRIC **]**

From **May 20 2012** residence cards must contain digital photos, fingerprints and signatures. New residence permits for third-country citizens will include a computer chip containing biometric features on the residence cards.

For more information see www.newtodenmark.dk (News)

VFS Website - <http://dk.vfsglobal.co.in/>

Embassy Website - <http://indien.um.dk/en/travel-and-residence/information-for-indians/application/d-visa/>

For information regarding service goals: http://www.nyidanmark.dk/en-us/authorities/the_danish_immigration_service/service_goals/service_goals.htm

Biometric Residence Cards

The following applicants **must** have their biometric data recorded when submitting their applications:

1. All third-country citizens (non-EU/EEA, Nordic or Swiss citizens) of age 18 years and over.
2. Applicants under 18 years of age, who DO NOT live with a parent or other legal guardian.
3. Applicants under 18 years of age if requested.
4. Biometric data must also be recorded when seeking an extension.

Note: The embassy encourages all applicants (i.e. minor applicants accompanied by parents) to apply for a residence card since it would be in advantage to hold a biometric residence ID card in Denmark. The card is free of charge.

Only children under the age of 6 and persons for whom fingerprints is physically impossible are exempted from providing fingerprints. Every applicant who is submitting a residence permit application must therefore attend the VFS centre (Delhi, Mumbai, Chennai or Kolkata) **in person**. Children of less than 6 years need to visit the centre in person, but are not required to have fingerprints or signature recorded, only a photograph will be taken.

In the following three cases no biometrics is recorded. The applicant is requested to submit **three passport photos** together with the application and supporting documents

- Individuals **under 18 years of age**, who live with a parent or other legal guardian - and who are **not** applying for a residence card.
- **Applications for Greenland and the Faro Islands**. Case order ID is not applicable for residence applications for Greenland and the Faro Islands.
- **Applying under EU law**. Biometric data is not required for third country citizens applying under EU legislation. Case order ID is not applicable for applications for residence cards under the EU legislation.

Note: The Danish Immigration Service/ Agency for Labour Retention and International Recruitment **will not begin processing of** the application until they have received the biometric data. If the applicant refuses to have his/her picture taken or fingerprints recorded, The Danish Immigration Service/ Agency for Labour Retention and International Recruitment **will refuse** the application.

Documentation

Applicants should bring all documents including the passport in original as well as one copy of all documents and the passport. The copies MUST be in A4 format and in colour. VFS will verify the true copy of the original documents. Original documents should never be handed in, neither at VFS nor at the embassy!

Applications submitted in Denmark

Applications can still be submitted directly to the Danish Immigration Service / Agency for Labour Retention and International Recruitment, either online or by post. If the application was submitted online or by post, the applicant has to go to VFS within 14 days in order have their biometric data recorded. Please carry your original passport and the printout of your online confirmation (online submission) resp. a copy of the three first pages of the application form (postal submission).