



Deadline: \_\_\_\_\_

## RFI (Relatives of TAC & TTI)

Further to your application for a **VISA FOR RELATIVES OF HIGHLY QUALIFIED EMPLOYEE or INTRA-COMPANY TRANSFER**, we list below the documents that have been presented and those you are still to submit. You have a fifteen-working days deadline to submit the outstanding documents; failure to do so before the deadline will result in your application being dismissed.

Surname: \_\_\_\_\_

Name \_\_\_\_\_

Applicant Passport No. \_\_\_\_\_

Represented by: \_\_\_\_\_

Relationship: \_\_\_\_\_

Reason for appointing a representative: \_\_\_\_\_

Sub- mitted	Outstan- ding	DOCUMENTS
		* <b>National visa application form</b> dully fulfilled and signed by the applicant or representative if applicable. In case of underage students, then both parents must sign the application form.
		* <b>Applicant's passport valid for at least one year</b> , with at least one blank page to affix the visa.
		* <b>One photocopy of the data page of applicant's passport</b>
		* <b>Two recent color passport photographs</b> on white background
		<b>Copy of the residence permits issued during the last 5 years by The UAE or any other country</b> (only in case of applicants 18 years old or above).
		<b>Original and photocopy of a good conduct certificate or equivalent</b> (only for applicants over 18 years old) issued by the local police authorities of the country (countries) of residence over the last 5 years. The certificate issued by the UAE <b>must be legalized</b> both by the EAU Ministry of Interior and Ministry of Foreign Affairs (MOFA). <b>This document must be translated into Spanish</b> by a sworn translator.
		* <b>From Spain: "Autorización de Residencia para Trabajadores Altamente Cualificados"</b> issued by "Unidad de Grandes Empresas".
		* <b>Marriage certificate</b> (dully legalized and translated into Spanish by a sworn translator). * <b>Birth certificates</b> (dully legalized and translated into Spanish by a sworn translator) for children.

		<b>* In the case of adult children</b> (over 18 years old), documents proving their financial dependence and civil status. Foreign documents must be legalized or apostilled and, where applicable, must be submitted together with an official translation into Spanish.
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***\* Application will not be accepted without this document***

Dubai,

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Applicant full name: \_\_\_\_\_