



## Working visa for Single Permit holders

Prior to the visa application, a single permit needs to be obtained. The Belgium-based employer, or his representative, needs to apply with the regional government for the permit. This is either in Wallonia, Brussels or Flanders. In case the work permit is exempted, the relevant certificate should be provided.

More [information](#)

Visa application must be done in person, after approval of the single permit (annex 46)

Embassy Check	Applicant Check	Doc. N°	Original / Copy	Description of the document
		1	Original	This <b>checklist</b> , with boxes ticked and documents in the sequence of this checklist.
		2	Copy	Print-out confirmation <b>email</b> , that you have an appointment for your visa application.
		3	Original + copy	Visa <b>application form</b> properly completed. Signed and dated on the last page of the form. The form can be printed after filling in the data on <a href="https://visaonweb.diplomatie.be/">https://visaonweb.diplomatie.be/</a> .
		4	Original	Two recent passport-sized <b>photos</b> (3,5 * 4,5 cm with white background)
		5	Original + copy	A <b>passport</b> with a validity of at least 12 months. Please make sure your passport has at least 2 double spare pages to affix the visa. Copy of bio-data pages (this includes the signature page), and copy of previous visa Schengen (if applicable)
		6	2 sets of copies	For Indonesian/Timor Leste nationals: copy of <b>ID card</b> For foreigners : residence permit: KITAS, KITAP, Visa Sosial Budaya, etc.
		7	Original + copy	<b>Annex 46</b> issued by the Immigration Office in Belgium
		8	Original	Handling fee for Visa D: <b>see the pdf in <a href="#">consular tariffs</a></b> (handling fee is not refundable in case of withdrawing application or refusal)

I HAVE BEEN INFORMED THAT:

- All copies has to be printed on A4 papers;
- My passport will be kept for the duration of the visa processing time;
- The documents have to be presented in either Dutch, French, German, or English. If in another language, they have to be translated by a sworn translator;
- Additional documents may be requested;
- My application will only be eligible for processing when the submitted file is complete;
- The visa processing time normally takes about 3 weeks;
- Original documents will be restituted at end of procedure.

Signature: