

**Documentation required when applying for a visa to travel to Ireland
to take up employment**

**PLEASE NOTE THAT ALL DOCUMENTS LISTED BELOW
MUST BE INCLUDED WITH THE APPLICATION
AS INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

**All documents listed must be original unless stated otherwise.
All documents must be in English or
accompanied by a notarised translation**

	Document Required	Check Box
1.	Online summary sheet, signed and dated by you, the applicant – you must ensure that your online application has been fully completed	
2.	Your original passport, valid for at least 12 months	
3.	One recent passport size photo	
4.	Evidence of your permission to remain in the UK (stamp or sticker in passport or on other approved official document provided by the UK authorities or a UK Identity Card)	
5.	Processing fee (postal orders or bank drafts should be made payable to the Embassy of Ireland) Note: For postal applications payment should be by postal order or bank draft only	
6.	A valid work permit *	
7.	The employment contract (if any)	
8.	A letter from the employer in Ireland confirming details of the job you will take up and the salary being paid. If accommodation is being provided by your employer, details of this should be included in the letter. Note: The letter should be dated within the 4 week period immediately prior to your date of application.	
9.	For postal applications, a self addressed Special Delivery envelope for return of your passport and documents	
	Note: evidence of qualifications and previous work experience in this area may be requested by a visa officer.	

*** PLEASE NOTE THAT THIS TYPE OF VISA WILL ONLY ALLOW YOU
TO TRAVEL TO IRELAND –
YOU WILL REQUIRE A SEPARATE WORK PERMIT TO WORK IN IRELAND**
(details of how to obtain this are available on the website of the Department of Enterprise, Trade & Employment www.entemp.ie)

The Visa Officer reserves the right to request additional documentation, if required, in support of your application. The provision of all of the documentation listed in no way guarantees that a visa will be granted.