

## **Check List For Visa (For Foreign Company)**

1. Application Letter and Undertaking Letter recommended by Managing Director or Chief Representative of the parent company for branch office.
2. Recommendation letter of Ward Administration office/ Housing /Hotel where the foreigner stay.(Original)
3. Recommendation letter of relevant embassy concerned to the Republic of Union of Myanmar the foreigner stay. (Original)
4. Passport Copy.
5. 2 color photos (1.5\* 2 inches)
6. Copies of company Registration card, Permit card, Form 6, Form 26, or Form 18.
7. Contract / Appointment Letter/ Invitation Letter/ Employment Letter signed by MD or Chief Representative of the parent company for branch office if the foreign employee is not included in form 26 or 18.
8. CV Form (Please see the example of CV form)

### **Note:**

**Application Letter for visa extension must be submitted two weeks prior of expired date but not earlier than two months before of expire date.**