

## RESIDENCE PERMIT FOR EMPLOYMENT PURPOSES PROCESS MAP

### STEP 8: RESIDENCE PERMIT COLLECTION

The final permit must be collected from the authorities.  
Processing time: 6 weeks – 2 months

### STEP 7: RESIDENCE PERMIT APPLICATION

The work and residence application for the assignee should be filed with the local immigration office (Ausländerbehörde).

### STEP 6: TOWNHALL REGISTRATION

If the assignee will be in Germany for more than 90 days, must register at the townhall or "Einwohnermeldeamt" in the area of residence within 14 days of moving into a permanent address.

### STEP 5: ENTRY TO GERMANY

The assignee may now travel to Germany and can begin work after this step.



### STEP 1: INITIATION

Client initiates the case with FGI. FGI assesses work permit category and sends document checklist to the client. Client sends the documents listed on the checklist to FGI.  
Estimated Turnaround: 1- 3 days.

### STEP 2: WORK AUTHORIZATION APPLICATION

The work authorization application can be submitted to the labour office in the applicant's intended area of residence in Germany. It is recommended that this is submitted in advance of the visa application to expedite the visa approvals.  
Processing time: 4 – 6 weeks

### STEP 3: APPLICATION FOR D VISA

The principal applicant plus any accompanying family members must apply for Visas Type D at the German diplomatic post in their country of residence or nationality.  
Processing time: 5 weeks – 3 months

### STEP 4: COLLECTION OF PASSPORT

Once the visa is ready for collection the diplomatic post will notify the applicant, who will either need to collect in person or via courier. Visas must be used within the period of validity (usually 90 days) as stated on the visa.