

NON-RESIDENT WORK PERMIT (TR-L VISA) PROCESS MAP

STEP 6: ID CARD APPLICATION

The application for a Venezuelan ID card (cédula) for the applicant (and accompanying dependents) should be made at the SAIME immigration office at which the ID card approval (orden de cedula) was initiated. The applicant's photograph and signature will be taken electronically and fingerprints both electronically and physically. Processing time: 1-2 weeks

STEP 6: ID CARD PRE-APPROVAL

Within 30 days of arrival, ID card approval (orden de cedula) must be obtained from any SAIME immigration office for the applicant (and accompanying dependents). The visa(s) will be verified with the SAIME main office and the ID card approval(s) stamped on the passport(s). Processing time: 9 days

STEP 5: ENTRY TO VENEZUELA

The applicant (and accompanying dependents) may enter Venezuela with the TR-L (and TR-FL) visa(s). The visa(s) should be stamped at the port of entry. The applicant can begin working upon arrival.



STEP 1: INITIATION

Client initiates the case with FGI. FGI assesses work permit category and sends document checklist to the client. Once all documentation is received for filing, FGI will review and provide feedback and/or verification.

STEP 2: WORK PERMIT APPLICATION

FGI files the Work Permit application to the Ministry of Labour in Caracas. Processing time: 2 months.

STEP 3: TR-L VISA AUTHORIZATION

Once the work permit has been issued by the Labour Ministry, the visa authorisation application for the principal applicant must be submitted at SAIME (Servicio Administrativo Identificación, Migración y Extranjería). The visa applications (TR-FL) for any accompanying dependents can also be submitted at the same time, or at a later stage. Processing time: 4-6 weeks

STEP 4: TR-L VISA APPLICATION

The applicant (and accompanying dependents) must apply for the TR-L (and TR-FL) visa(s) at the Venezuelan consular post in their country of residence or origin. Processing time: 1-2 weeks