

**"CLIENT FOCUSED. RESULTS DRIVEN"**

## SPOUSE EMPLOYMENT

### RENEWAL OF RESIDENCE PERMIT----REQUIRED DOCUMENTS

- Accompanying document for the type of application for the family member(s)
- Original employment contract of the sponsor's spouse, duly signed and stamped
- Copies of the sponsor's and family members' passports
- House/ apartment Title of ownership, or rental agreement, duly stamped, of the sponsor:

*Receipt of rent, if applicable*

*House/ apartment description*

*Valid only in case of change of address (or expiration of rental agreement) from the previous application*

- Valid Health Insurance Policy for the sponsor and his family members that covers BOTH inpatient and outpatient care, as well as transportation of corpse, automatically renewable OR Registration Certificate in the General Healthcare System (GHS- GESY) and private Health Insurance for inpatient Health care and transportation of corpse (for sponsor and all family members)
- Valid contract of employment of the sponsor duly signed and stamped
- Sponsor's Income Tax Returns (for the previous year)
- Income Tax Returns for the sponsor's spouse (for the previous year)
- Sponsor's Statement of insurable earnings (for the previous year)
- Sponsor's Certificate of contributions to the Social Insurance Fund (Form YKA B-9)
- Sponsor's VAT returns, for all years of residence in Cyprus (applicable only when sponsor is the only shareholder)
- Sponsor's Income Declaration (for income sources other than employment- if applicable- accompanied by affidavit)
- Sponsor's bank account statements
- Sponsor's Utility bills (i.e. phone, electricity or water)
- Original Declaration of honor to cover the cost of return of the 3<sup>rd</sup> country National

