



Work Permit

The Company / Employer in Switzerland must file the application for a work permit at the responsible Office of Migration in Switzerland. As soon as the authorisation letter from the Office of Migration in Switzerland is available, please visit the Regional Consular Centre in person. Opening hours are Monday to Friday (except UK and Swiss public holidays) 10.00 am – 11.30am without prior appointment. The following documents have to be submitted:

- 2 passport-size photographs (not older than 6 months, undamaged, background must be light and plain)
- National passport or official travel document valid for more than 3 months beyond the validity of the requested visa, with at least two blank visa pages (pages do not need to be consecutive)
- Copy of the passport including the signature page
- Copy of authorisation letter from the cantonal authority
- Visa fee

Please note that processing time is 48 hours (two working days). When applying for a C visa (up to 90 days over any period of 180 days), for the following nationals the visa processing time can take up to 14 working days:

Afghanistan, Algeria, Azerbaijan, Bangladesh, Belarus (applies only to holders of diplomatic or service passports), D.R. Congo, Egypt (does not apply to holders of diplomatic and service passports), Eritrea, Ethiopia, Iran, Iraq, Jordan, Kenya, North Korea, Kyrgyzstan, Lebanon, Libya, Mali, Mauritania, Morocco, Niger, Nigeria, Pakistan, Russian Federation (applies only to holders of service passports), Rwanda, Saudi Arabia (does not apply to holders of diplomatic passports), Somalia, South Sudan, Sri Lanka, Sudan, Syria, Tajikistan, Tunisia, Turkmenistan, Uzbekistan (does not apply to holders of diplomatic passports or soldiers and police officers who travel for the purpose of exercising their duty), Vietnam, Yemen, Palestinians, Refugees, Stateless Persons.

If you apply at the Regional Consular Centre in London, please collect your passport either in person or provide a prepaid, self-addressed Royal Mail special delivery envelope when you submit your application.

The entry visa will allow you to travel through the Schengen states and enter Switzerland during its validity.

Within the first 14 days of your initial entry you will have to declare your arrival at the Residents' Registration Office at your place of residence (German: Einwohnerkontrolle, French: Contrôle des habitants; Italian: Controllo degli abitanti).

The work permit will be issued upon notification of your arrival in Switzerland.

Some links about Switzerland which might be useful:

http://www.bfm.admin.ch/bfm/en/home/themen/arbeit/nicht-eu_efta-angehoerige/links_rund_um_das.html