Department of Employment

HM Government of Gibraltar

Application for the Renewal of a Work Permit

We _____ (Employer's Name)

of _____ (Employer's address)

_____

and _____ (Employee's name)

of _____ (Employee's address)

_____

employed as _____ (Job title)

wish to continue the employment relationship for:

☐ The period of 12 months; or

☐ A period of _____ months

(please tick as appropriate)

We hereby confirm that all the Terms and Conditions agreed to between us are communicated to you in the attached Notice of Terms of Engagement.

In the circumstances, as employer, the application is made for the work permit of the above mentioned employee to be renewed accordingly.

We have attached the completed application form, the Work Permit which expires within the next 5 working days and included the: -

1. Notice of Terms of Engagement (to be submitted in conjunction with this form)
2. Applicant's (employee) Passport (Certified True Copy)
3. Copy of Gibraltar Issued Civilian Registration Card & Permit of Residence (if residing in Gibraltar)
4. Renewal Fee. See Fees Table at www.gibraltar.gov.gi/department-employment/fees

Please see notes overleaf

We hereby understand that until the documents listed overleaf are submitted and the application approved by the Department of Employment, the Work Permit shall not be renewed.

_____
Signature of Employer

_____
Signature of Employee

_____
Date

_____
Date

FOR OFFICE USE ONLY

Applicant's Profile No.: _____

Application: Approved/Not Approved (Delete as appropriate)

Date:

Name of Officer:

NOTES: