

## PREPARING YOUR APPLICATION

for Admission as Mainland Talents and Professionals

#### **APPLICANT WILL NEED:**



Application Form ID990A



EE 在来道施油行业 C53160731

PRC Passport, Entry-Exit Permit & Mainland ID



Letter of Consent ID990A page 5 from employer in China or relevant Mainland Authorities



Up to date Resume



**Proof of Academic** Qualifications



**Employment References** and Testimonials

#### **EMPLOYER WILL NEED:**

if the Company obtained an Employment Visa Approval in the past 18 months



Sponsorship Form ID990B

Approval Letter from **Immigration Department** 





**Updated Business Registration Certificate** 

**Employment** Contract





Job Description



- Job Posting & Candidates' CVs-

Local Recruitment Exercise

Employment Visa Approval in the Past 18 months

Employer will need to provide additional documents if the Company didn't receive any

### Corporate Information



- Incorporation Business Registration
- Certificate Memorandum and Article of Association
- Latest NAR1 form

- latest 3 months -

**Proof of Business** 

**Bank Statements** 



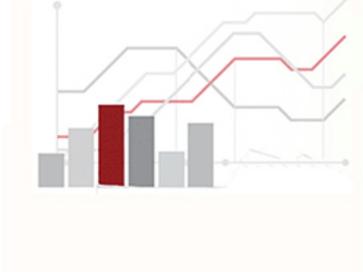


- Audited / Management Accounts
- 3 Year Profit and Loss Projection / **Current & Prospective Staff List**



# Office Tenancy Agreement

- Invoices, Contracts, Business Arrangements
- Website or Brochure



**IMPORTANT POINTS:** 

- For most of above documents the copies are sufficient, just the signed forms are required in original
- The forms need to be signed on each page being filled with the submission date
- Affix a clear colored passport size photograph on the 2nd page of the ID990A form Company's authorized person should sign
- and chop each page of the sponsorship form ID990B and fill in the submission date

Documents must be submitted in English or

- Exit Permit need to have at least 6 months validity Overseas Parent company may provide the Certificate of Incorporation and the Financial

The passport and Mainland Hong Kong Entry

- Statements, if applicable The Company will come under greater
- scrutiny if it has less than 12 months since its incorporation Any assertions made must be backed up by
- The covering letter should explain why the applicant satisfies the Employment Visa **Approvability Test**

documentary evidence

® Hong Kong Visa Centre Limited

Chinese