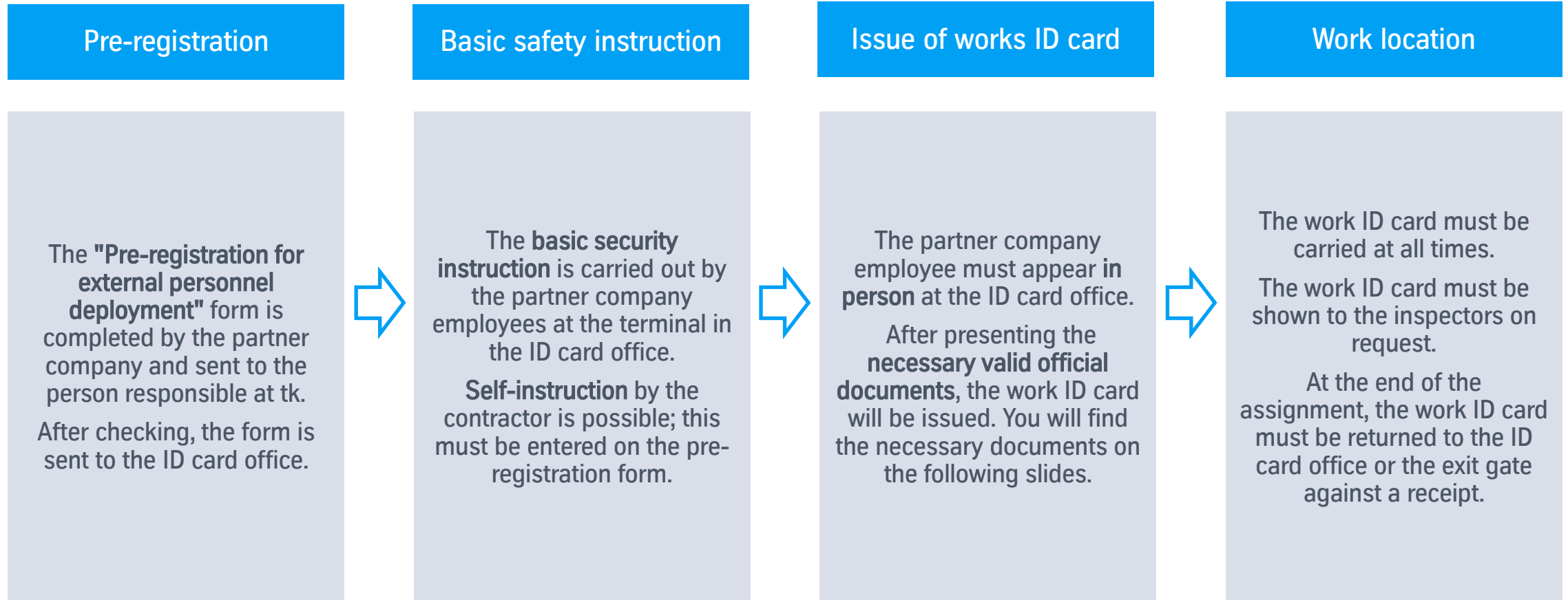


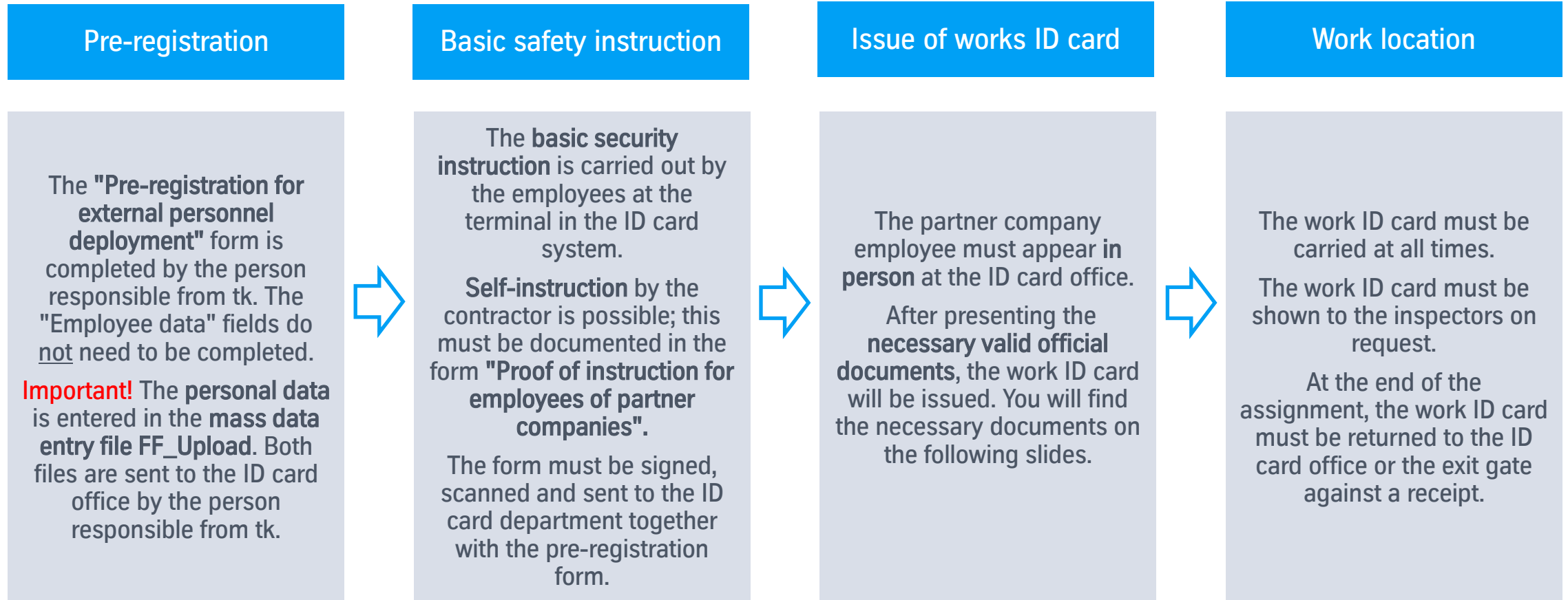
# Creation of work ID card for new partner company employees <10 persons



Necessary documents: Pre-registration



# Creation of work ID card for new partner company employees >10 persons



Necessary documents: Pre-registration, FF\_Upload  
For self-instruction: Proof of instruction for employees of partner companies



# Official documents required to apply for a work ID card

To apply for a personal work permit, the following **original documents** must be submitted to the ID office. A **residence permit** is only valid in conjunction with a **passport**.

Company headquarter	Nationality	Residence	Necessary documents
Germany	Germany	Germany	identity document
		EU member state	identity document
		Non-EU country	identity document
	EU member state	Germany	identity document
		EU member state	identity document
		Non-EU country	identity document
	Non-EU country	Germany	identity document + residence permit + work permit for germany
		EU member state	identity document + residence permit for EU member state + work permit for germany
		Non-EU country	identity document + residence permit with work permit for germany
EU member state	Germany	Germany	identity document + A1 certificate
		EU member state	identity document + A1 certificate
		Non-EU country	identity document + A1 certificate
	EU member state	Germany	identity document + A1 certificate
		EU member state	identity document + A1 certificate
		Non-EU country	identity document + residence permit for Non-EU country + A1 certificate
	Non-EU country	Germany	identity document + residence permit for germany + work permit for EU member state + A1 certificate + if necessary Vander-Elst-Visa
		EU member state	identity document + residence permit for EU member state + work permit for EU member state + A1 certificate + if necessary Vander-Elst-Visa
		Non-EU country	identity document + residence permit for germany and EU member state + work permit for germany and EU member state + A1 certificate + if necessary Vander-Elst-Visa
Non-EU country	Germany	Germany	identity document + residence permit for Non-EU country + work permit for Non-EU country
		EU member state	identity document + residence permit for Non-EU country + work permit for Non-EU country
		Non-EU country	identity document + residence permit for Non-EU country + work permit for Non-EU country
	EU member state	Germany	identity document + residence permit for Non-EU country + work permit for Non-EU country
		EU member state	identity document + residence permit for Non-EU country + work permit for Non-EU country
		Non-EU country	identity document + residence permit for Non-EU country + work permit for Non-EU country
	Non-EU country	Germany	identity document + residence permit for germany
		EU member state	identity document + residence permit for EU member state
		Non-EU country	identity document + residence permit + work permit for germany

**Temporary workers:** Temporary workers are hired out by your employer (lender) to a third party (hirer) to perform work. They are hired out if they are integrated into the hirer's work organisation and are subject to the hirer's instructions. -> often temporary employment agencies

