



SECRET HAPPINESS CARTEL

VISA & LEGAL SERVICES



LET THEM KNOW WE ARE MEANT TO DO GREAT THINGS

WORKING KITAS - C312

12 MONTHS - ONSHORE / OFFSHORE



MULTIPLE ENTRY VISA - Maximum stay of 12 months

This KITAS is valid for 12 months and is extendable. If you wish to continue to work you need to extend the current KITAS.

Working KITAS allows you to have an official income in Indonesia. Potential employees need to find an employer. It can be an Indonesian company or a foreigner company.

REQUIRED DOCUMENTS (FROM APPLICANT): - ONSHORE/OFFSHORE

- Notary Deed and Update
- Deed of the Ministry of Law dan Update
- NIB Number
- Business Number
- Tax ID
- Company Domicile Letter
- User ID and Password Immigration system
- User ID and Password Manpower system
- Company stamp and letter head
- ID Card of Director
- BPJS Certificate
- Manpower Update (minimum 1 worker foreigner = 10 Local worker)
- Bank Record minimum USD 2,000

REQUIRED DOCUMENTS (FROM EMPLOYER/COMPANY) - ONSHORE/OFFSHORE

- Passport and Photograph
- CV
- Student Certificate
- Personal Insurance
- Job Description
- Job Location
- Position Work foreign inside or outside of Indonesia
- Address in Indonesia

PROCESS FOR A WORKING KITAS

NORMAL PROCESS DURATION : 30-45 WORKING DAYS

UPFRONT PAYMENT ONLY

STARTING PROCESS AFTER ALL DOCUMENT COMPLETED

**If you have any specific need, please let us know.*

Payment up front only.

** Normal process: 30-45 working days.*

AFTER DOCUMENTS COMPLETED

**** If you overstay there will be a charge 1.000.000 IDR/ day by the immigration on your return day**

