



Please note: The hiring company/establishment has to apply for the work permit visa in Switzerland on behalf of the applicant.

Requirements, once your application has been approved:

1. One [national \(type D\) visa application forms](#), fully completed and signed by the applicant. Application which is not duly completed, dated and signed will not be accepted. Please also indicate your e-mail address and a contact mobile phone number. The form can be downloaded from the website.
2. One recent passport photo (very strict requirements, please consult the details on the webpage). Digital files and photocopies will not be accepted. The photo must be handed directly to the officer at the time of application.
3. Original passport or travel document must be signed by its bearer, valid at least six months beyond the intended entry in the Schengen area. Furthermore, 1 copy of the passport pages with the personal data and former Swiss and Schengen visas must be attached to the application form.
4. Authorization from the cantonal office in Switzerland. (if available)
5. The visa fee is 80 euros. To be paid in cash in local currency according to the current rate.

Please note: The applications must be submitted to the Embassy between Sunday and Thursday, from 08:30 am to 11:00 am. To book an appointment, contact the Embassy on +966 11 488 12 91 (choose your preferred language then dial 1 for Visa Information then 2 for Visa Applications Appointments).

The file has to be submitted in English and according to above mentioned order.

Riyadh, 15.01.2020

