## (<u>Internet Explorer Version -8 &above</u>) www.emigrate.gov.in

## <u>Beautician / Female Cleaner / Waitress / ECR Female Recruitment</u> <u>Documents Checklist (Mandatory)</u> (Age between 30 to 50)

- 1. Employment contract attested by Ministry of Labour & Ministry of Foreign Affairs.
- 2. Commercial Registration (CR) copy.
- 3. ID proof copy of Authorised Signatory.
- 4. Oman Chamber of Commerce & Industry (OCCI) membership certificate copy.
- 5. Labour Clearance copy with English translation.
- 6. Undertaking
- 7. Insurance
- 8. Passport copy of employee (2)
- 9. Visa copy of employee (2)
- 10. R.O 1100/- Bank Guarantee (with 3 years validity).
- 11. Request letter from the website on the letterhead of the company (Organization).
- 12. Declaration of Authorized Signatory on the letterhead of the company.

Submit the application form (PDF FE Registration Form) along with the checklist documents in the Embassy for approval.