

## Check list for submission of a residence and work permit application to Ministry of Immigration and Integration in Denmark

[www.newtodenmark.dk](http://www.newtodenmark.dk)

	Tick
<p>Please note that in Residence and Work permit cases there are <b>three fees</b> to be paid:</p> <p>1) Go to the website of Ministry of Immigration and Integration <a href="http://www.newtodenmark.dk">www.newtodenmark.dk</a> and create a case order ID, pay the processing fee and <b>bring a printed copy</b> the receipt of payment. If you are submitting your case online, you must <b>also bring a print out of the confirmation</b> that the application was submitted successfully on-line from <a href="http://www.newtodenmark.dk">www.newtodenmark.dk</a> <b>Note this fee is not applicable for XG1, SG3, BF1/2, AO1, TBT applications and WH from Japan.</b></p> <p>2) The fee to the Danish Consulate Sydney (using the link <a href="https://dys.um.dk/permit/">https://dys.um.dk/permit/</a>) <b>Please bring a copy of online payment receipt for this payment</b></p> <p>3) The applicable service fee to VFS Global.</p>	
<p>Your original passport plus a copy of the data page of your passport.* *The ORIGINAL passport must be handed over to VFS Global and forwarded to the Danish Consulate General in Sydney for verification purposes. <b>A dispensation to this requirement is NOT available.</b></p>	

**Online submissions:** Please ensure you have uploaded all the required documentation requested on [www.newtodenmark.dk](http://www.newtodenmark.dk) along with your online application.

**Submissions of applications via paper application form:** Please ensure you submit the necessary documentation listed on the printable application form including a copy of all pages of your passport (including the front and back cover).

If Ministry of Immigration and Integration find documentation to be missing, they will issue a request for further documentation which will delay the processing of your application. Therefore, please forward any documentation that you did not upload or bring to VFS Global as soon as possible.

<b>APPLICANT CONTACT DETAILS</b>	Address:	
	Phone:	Email:

<u>Date</u>	<u>City</u>	<u>VAC officer (name)</u>
<u>Deadline for additional documents</u>		<u>Applicant's signature</u>