



## Documents to be provided to apply for a work permit type B

### Cross-Border Worker

#### Initial application

1. The application form for an employment permit for a cross-border worker of foreign nationality (employer in Belgium or abroad): completed, signed and dated by the employer or their representative (natural person legally resident in Belgium)
2. A photocopy of the identity card of the employer or his agent.
3. A photocopy of every page of the worker's current passport
4. A copy of the residence permit of the worker in the bordering country
5. A medical certificate in accordance with Article 14 of the Royal Decree of 09/06/1999 (template in appendix). This document is valid for 3 months. If the certificate has been produced outside the European Economic Area, it must be drawn up by a doctor approved by the country's Belgian Embassy or Consulate.
6. Depending on the type of application:
  - a photocopy of the employment contract in accordance with the law of 3/7/1978, dated and signed by both parties
  - for all applications outside of the categories mentioned in article 9 of the Royal Decree dated 09/06/1999: a copy of the employment contract in accordance with article 12 of the same RD (template in the appendix to the RD), duly completed, dated and signed by the employer and the worker
  - a copy of the employment contract as a professional athlete, in accordance with the terms of articles 2 to 9 of the law dated 24 February 1978 concerning the employment contract for a professional athlete, dated and signed by both parties
  - a photocopy of the employment contract as a performing artist (standard document as attached to the royal decree dated 09/06/1999), duly completed, dated and signed by both parties
7. If the employment falls within the categories mentioned in article 9 of the Royal Decree dated 09/06/1999, please consult the corresponding forms to attach the additional documents that might be required

#### ***If the application is for a secondment, also attach:***

8. A photocopy of the employment contract binding the worker to their employer abroad, to which will be attached the version translated by a sworn translator, where applicable



9. A declaration signed by the employer specifying the duration of the secondment and the employment and payment conditions during the secondment
10. A copy of the document issued by the foreign social security institution stating that that country's social security legislation continues to apply during residence in Belgium where an international agreement on social security exists or, in the absence of such an international agreement, a document from the National Social Security Office in Belgium stating that the worker cannot be subject to Belgian social security

## **Renewal**

1. The application form for an employment permit for a cross-border worker of foreign nationality (employer in Belgium or abroad): completed, signed and dated by the employer or their representative (natural person legally resident in Belgium)
2. A photocopy of the identity card of the employer or his agent.
3. A copy of the residence permit of the worker in the bordering country
4. A copy of attachment 15, delivered by the municipality where the worker is employed, covering the workers stay in Belgium for the duration of their employment in Belgium as a cross-border worker
5. Depending on the type of application:
  - a photocopy of the employment contract in accordance with the law of 3/7/1978, dated and signed by both parties
  - for all applications outside of the categories mentioned in article 9 of the Royal Decree dated 09/06/1999: a copy of the employment contract in accordance with article 12 of the same RD (template in the appendix to the RD), duly completed, dated and signed by the employer and the worker
  - a copy of the employment contract as a professional athlete, in accordance with the terms of articles 2 to 9 of the law dated 24 February 1978 concerning the employment contract for a professional athlete, dated and signed by both parties
  - a photocopy of the employment contract as a performing artist (standard document as attached to the royal decree dated 09/06/1999), duly completed, dated and signed by both parties
6. A photocopy of all the pay slips for the entire period of the work permit that is expiring
7. A photocopy of the individual account after one full calendar year of work by the worker
8. A photocopy of the worker's previous work permit
9. If the employment falls within the categories mentioned in article 9 of the Royal Decree dated 09/06/1999, please consult the corresponding forms to attach the additional documents that might be required



***If the application is for a secondment, also attach:***

10. A declaration signed by the employer specifying the duration of the secondment and the employment and payment conditions during the secondment
11. A copy of the document issued by the foreign social security institution stating that that country's social security legislation continues to apply during residence in Belgium where an international agreement on social security exists or, in the absence of such an international agreement, a document from the National Social Security Office in Belgium stating that the worker cannot be subject to Belgian social security
12. Proof of inscription on the Limosa register for the past period

