



Documents to be provided to apply for a work permit type B (employment for a maximum of 90 days)

Highly qualified or executive position - Social security paid in Belgium (Art. 9,6 and 9,7 Royal Decree 09/06/1999)

Initial application

1. The application form for an employment permit for maximum 90 days for a worker of foreign nationality (employer in Belgium): completed, signed and dated by the employer or their agent (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 photocopy of the document covering the worker's stay, if they are in Belgium
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.
If the person in question has been legally residing in Belgium for at least 2 years, this medical certificate is no longer required.
6. A photocopy of the employment contract in accordance with the law of 3/7/1978, dated and signed by both parties
7. **For highly qualified staff** a copy of the higher education degrees the worker has obtained, to which will be attached the version translated by a sworn translator, where applicable.

Renewal

1. The application form for an employment permit for maximum 90 days for a worker of foreign nationality (employer in Belgium): completed, signed and dated by the employer or their agent (natural person legally resident in Belgium)
2. A photocopy of the identity card of the employer or his agent.
3. A photocopy of the document covering the worker's stay in Belgium
4. A photocopy of the employment contract in accordance with the law of 3/7/1978, dated and signed by both parties.

5. A photocopy of all the pay slips for the entire period of the work permit that is expiring
6. A photocopy of the worker's previous work permit

