



Documents to be provided to apply for a single employment permit (employment for a minimum of one year)

European Blue Card

(Social security paid in Belgium - Art. 9,2 Royal Decree 09/06/1999)

Initial application

1. A photocopy of the identity card of the employer or his agent
2. A photocopy of every page of the worker's current passport and, if applicable, the European blue card he/she obtained in another EU member state
3. If the employee is already in Belgium, a photocopy of the document covering his stay and, if applicable, the European blue card he/she obtained in another EU member state
4. A photocopy of the employment contract in accordance with the law of 3/7/1978, dated and signed by both parties (for a minimum duration of one year)
5. A photocopy of higher education diploma attesting the successful completion of at least three years of post-secondary higher education, delivered by an institution recognised as an education establishment by the state in which it is established. The copy of the diploma must be certified by the Belgian diplomatic or consular officials abroad and translated into FR or NL by a sworn translator.
6. Proof of payment of the fee (see the residency law of 15/12/1980)
7. If the worker is aged 18 or over, an extract of the police records or equivalent document, certified, issued by the country of origin or the country of last residence of the worker and dated less than six months ago, declaring that the worker has not been sentenced for crimes or common law offences.
This document must be drawn up in French, Dutch, German or English. Any translation must be carried out by a sworn translator. (see the residency law of 15/12/1980)
8. A medical certificate dated less than six months ago, showing that the worker is not suffering from any of the diseases listed in the appendix of the law of 15/12/1980 (see the residency law of 15/12/1980):
 - diseases subject to quarantine as stated in the International Health Regulations of the World Health Organisation, signed in Geneva on 23 May 2005;
 - active or progressive tuberculosis of the respiratory tract;
 - other infectious diseases or contagious parasitic diseases if, in Belgium, they are the subject of protection provisions applying to nationals



A [template](#) is available on the Immigration Office website (*Guide to procedures/the medical certificate*).

9. A commitment from the employer to have the worker and their family members join a recognised mutual insurance fund as soon as they have arrived in Belgium (see the residency law of 15/12/1980)

Obligation to provide annual information in the event of work authorisation for more than one year:

Every year, the employer provides Brussels Economy and Employment with the following documents, at the latest one month after the anniversary date of the start of validity of the work authorisation:

- A photocopy of all the pay slips for the entire work period
- A photocopy of the individual account

During the first two years of validity of the European Blue Card

1. The employer informs the relevant authority in the event of the **termination of the work contract**.
2. **In the event of a change of employer** or a significant modification to the employment conditions by the same employer that has an impact on the validity of the European Blue Card, submit a new European Blue Card application with the following documents:
 - 2.1. A photocopy of the identity card of the employer or his agent
 - 2.2. A photocopy of the first page of the worker's current passport
 - 2.3. A photocopy of the European blue card
 - 2.4. A photocopy of the employment contract in accordance with the law of 3/7/1978, dated and signed by both parties (for a minimum duration of one year)
 - 2.5. If the same employer: the photocopy of the wage slips or a breakdown of pay for the entire period of the European Blue Card issued, which arrives by the deadline + a photocopy of the individual account after one full (calendar) year of work
 - 2.6. Proof that the worker and their family members have joined a recognised mutual insurance fund (see the residency law of 15/12/1980)



After two years of effective employment covered by the Blue Card

The worker may change employer without requesting prior work authorisation as long as his or her Blue Card is still valid.

Renewal after expiry of the validity of the Blue Card

See documents listed in points 2.1 to 2.6. above.

