



## D-Visa Holders of a Single Permit

Applicants wishing to work in Belgium, paid or unpaid, for more than 90 days, must obtain a work authorization (Single Permit **or** Work Permit *Arbeidskaart/Permis de Travail*) at the competent regional authority ([Flanders](#), [Brussels](#) or [Wallonia](#)). The Belgian employer must file the work permit application on behalf of the employee.

Confirmation of the deliverance of a single permit or work authorization is sent by email from the competent authorities in Belgium.

**Once you have obtained the single permit, you need to apply for authorization to stay in Belgium for more than 90 days by applying for a D-visa.**

Your application must contain all supporting documents in the order indicated below. Please print this checklist and add it to your application file. Incomplete applications may result in delays or refusal. Visa fees are not refundable.

<input type="checkbox"/>	<b>1. Visa application form:</b> Duly completed <a href="#">online</a> and signed. Signature must be notarized when mailing application.
<input type="checkbox"/>	<b>2. Passport not older than 10 years:</b> Valid for at least 15 months from the intended date of departure to Belgium. Passport must contain at least 2 empty side-by-side pages. <b>Provide a copy</b> of the picture page in addition to the passport itself.
<input type="checkbox"/>	<b>3. One recent color photo:</b> American or European passport-size, less than 6 months old with white background.
<input type="checkbox"/>	<b>4. Visa fee :</b> see <a href="#">consular fee</a> schedule under consular services
<input type="checkbox"/>	<b>5. Work authorization :</b> <ul style="list-style-type: none"><li>• <a href="#">Flanders</a>: both the “Beslissing tot toekenning van een gecombineerde vergunning” (Annex 46) and the “Toekenning tot een toelating tot arbeid”</li><li>• <a href="#">Wallonia</a>: both “Décision d’octroi d’un permis unique” (Annexe 46) and the “Octroi d’une autorisation de travail”</li><li>• <a href="#">Brussels</a>: both documents, in French or Dutch</li></ul>
<input type="checkbox"/>	<b>6. Prepaid and self-addressed envelope</b> (unless pickup in person): <ul style="list-style-type: none"><li>• Legal size preferred;</li><li>• Shipments with a tracking number are highly recommended;</li><li>• The diplomatic post is NOT responsible for lost packages;</li><li>• Washington DC and New York posts do <b>not</b> use FedEx.</li></ul>