



## **Business Visa Tanzania**

Requirement:

- Applicant's valid passport. It must have at least 6 months validity.
- Respective visa fee (250 USD);
- 1 passport size photo
- Return ticket
- Registration document of the Host Company inviting the applicant e.g Business Licence or Certificate of Incorporation.
- A work contract or covering letter from the Host Institution detailing the specific purpose (assignment to be undertaken) and duration of such assignment.

## **Work permit Tanzania**

### **Required Documents**

Before filling out the Work Permit/Residence Permit Application Form, the applicant is required to scan and prepare all certified copies of the documents to be attached/uploaded with the Form as per requirements. The required documents for all Classes of Work Permit are as shown in the table below. For further details please visit [www.kazi.go.tz](http://www.kazi.go.tz).

| <b>SN</b> | <b>Required Documents</b>   | <b>Work Permit Class</b> |
|-----------|---|--------------------------|
| 1         | Justification Letter  | All Classes              |
| 2         | One recent passport size photographs with blue background   | All Classes              |
| 3         | Copy of a Valid Passport (Validity should not be below six months before expiry)                                | All Classes              |
| 7         | Current Proof of Shares from BRELA Online Search System or Extract from Register                                | Class A                  |
| 8         | Proof of transfer or sell of shares (Where applicable). This includes Tax Clearance Certificate to that effect. | Class A                  |



|    |   |             |
|----|---|-------------|
| 11 | Sectoral Approvals/Permits/Registrations (where applicable) i.e. TMDA, TBS, ERB, NBAA, TCAA, CRB, LATRA, TASAC, Ministry of Education, Science and Technology, Mining Commission etc. | All Classes |
| 13 | Original Work Permit (For renewals and change of Work Permit Class)   | All Classes |
| 14 | Industrial/Business/Operating Licence   | All Classes |
| 15 | TIC/EPZA Certificate (Where Applicable)   | A, B and C  |
| 16 | Lease Agreement/Certificate of Occupancy/Title Deed   | Class A     |
| 17 | Proof of registration with NSSF and WCF   | All Classes |
| 18 | Certificate of Tax Identification Number (TIN)  | All Classes |
| 19 | Certificate of Value Added Tax  | All Classes |
| 20 | Current Tax Clearance Certificate   | All Classes |
| 21 | Certificate of Incorporation/Certificate of Compliance / Registration of Companies, NGOs, Religious Institutions, Universities, Schools and other Institutions                        | All Classes |
| 22 | Memorandum and Articles of Association or Constitution of the Organization.   | All Classes |
| 24 | Introduction letter authorizing employee of the Organization to apply and make a follow up of Work Permit application and copy of such employee's Work Identity Card.                 | All Classes |