



RE-HIRE

Checklist of Requirements

DOMESTIC WORKERS

This checklist is applicable to employers who have previously sponsored the worker that they are intending to hire. Minimum basic wage (exclusive of allowances) must be at least AED 1,500.00.

- 1. UAE DOMESTIC LABOR CONTRACT**
- 2. ADDENDUM TO THE CONTRACT**
- 3. RESIDENCY/VISA DETAILS**
- 4. WORKER'S OLD VISA**
- 5. EMPLOYER'S PASSPORT/EMIRATES ID** (For Emiratis)
EMPLOYER'S PASSPORT, EMIRATES ID, & VISA (for Non-Emiratis)
- 6. WORKER'S PASSPORT COPY**
- 7. WORKER'S NEW VISA (ENTRY PERMIT) COPY**

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- ALL DOCUMENTARY REQUIREMENTS MUST BE SUBMITTED IN **TWO SETS**. Please arrange the documents according to their order in the list.
 - For representatives, appropriate authorization letter and EID copy will be required.
 - Incomplete documents will not be accepted.**