CHECK-LIST

RESIDENT PERMIT REQUIREMENTS

REQUIREMENTS	*TICK*
1. **Application Form -** (Imm.1-must fully completed & signed) - Original Passport size Photo - Application fee - $280-00 (Normal applications) $280-00 (Researchers) $180-00 (Students) $150-00 (S/Islander Spouse)	
2. **Cover Letter** – requesting for a residence permit and the period requested	
3. **Indemnity Letter** – Financially liable for the wellbeing & repatriation costs/expenses **OR** **Interest Bearing Deposit (IBD) -** *In the case of:* *- a self sponsored foreign dependent(not working)* *- self sponsored students* *- spouses of Solomon Islander(not working)* *And - or as directed by the Director of Immigration*	
4. **Police Certificate/Report** – must be Original English Version. (**Police Report in other languages** – must be originally English translation & Certified.	
5. **Medical Report** – Original or Copy (but must be certified as a true copy by Legal Oath)	
6. **Marriage Certificate(If Applicable)** – Certified copy(certified a true copy by Legal Oath)	
For Children under 18 yrs to be included in residence permit application only: 7. **Birth Certificate(certified copy)** – Only for children under **18yrs** to be included in the application. - Other languages must be translated in English & Certified, true copy by legal oath.	
8. **Required document obtained for the purpose of applying for a Residence Permit To be submitted together with requirements No: 1-7 above.** That is: a) Foreign Employee (Worker) – **Working Permit from Labour Dept.**	
b) Foreign Student – **Acceptance letter from School ,College or Institute**	
c) Researcher – **Research Permit from Min. of Education.**	
d) Non-Working Dependent/Spouse (H/Wife) – **Requirements No: 1-6 only**	
e) Volunteers – **Signed MOU (Memorandum of Understanding between Organization & Solomon Islands Government (SIG)**	