

Following are the documents required for the UAE visa process:

Item	Persyaratan/ Requirements	Tgl. Diterima/ Date Received	Ket/ Notes:
1	Invitation letter issued by the Institution in the U.A.E		
2	Reference letter from the office where the applicant works for.		
3	The original passport coupled with color copies of its cover and front page + endorsement page (page 4 and or page 5) if there any adjustment. The passport validity must be at least 6 month from the departure date.		
4	Filling in the visa application form (must be typed) prior to printing it colorfully (Applicant's full address + post code + phone number In UAE and Indonesia, purpose of visit with stating period of stay in UAE).		Terlampir draftnya
5	2 (Two) pieces of color photograph size 4 x 6 with white background.		
6	Color Copy of ID Card of the applicant (KTP of the Republic of Indonesia) or KITAS(Stay Permit) for Non Indonesia National.		
7	If the Applicant has ever visited the UAE, the color copy of the latest entry and exit stamp should be enclosed accordingly.		
8	Providing the confirmed return tickets with the confirmed hotel booking during the submission.		
9	Power of Attorney from the applicant		Terlampir draftnya