

COMPANY LETTER HEAD

(Including Registered Address, Operating Address if different, Contact Details and Company Registration No.)

Company Registration Number:

Date:

Resolved that the following Account Holder of Xpat System of Maldives Immigration is to be associated to our Recruiting Agency (Permit Number -----) to submit applications online regarding quota and work permit on behalf of this Agency.

Name:	ID card No:	Designation:	Record card No:
.....

This resolution is duly passed by the Board of Directors of the company on (Date.....), and is signed by the following directors, which meeting the quorum of the Board for this Resolution.

Director Name: **Director Name:**

Designation: **Designation:**

ID card No: **ID card No:**

Signature: **Signature:**

Mobile: **Mobile:**

Email: **Email:**

Company Secretary Name & Signature:

Company Seal:

Required Documents for Companies

1. Board of Resolution (Original)
2. Company Registration (Original & Copy)
3. Directors ID card Original & Copy (Minimum 2 Directors /(PP Color Copy Foreigners only)
4. Memorandum of Association Original & Copy (M.O.A)
5. Articles of Association Original & Copy (A.O.A)
6. Job Reference Letter (If Account Holder is not a Director)
7. Address Change Letter from Economic Ministry (If Letter Head Address Differ from Registered Address)
8. Current Board of Directors List from Economic Ministry (If Directors Differ from AOA Directors List)

Note: One of the signed Directors should be present at immigration for verification, while submitting the documents.