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**IMMIGRATION LAW**

**OBTAINING A WORK PERMIT IN ZIMBABWE**

**Requirements for Obtaining Zimbabwe Work Permits**

To obtain a temporary employment permit, applicants will need to provide the following:

* A letter containing a job offer from a Zimbabwean company
* Proof of the applicant’s qualifications for the position, including prior work experience
* Two passport sizes
* A birth certificate and marriage certificate, if applicable
* Payment of the application fee

**Application Process**

* The Zimbabwean immigration system combines the application for a temporary employment permit with the one for a residence permit. The employer is responsible for initiating the application process for these permits on behalf of any foreign employees. The general steps of the process are as follows:
* The employee sends the necessary supporting documents to the employer.
* The employer submits the work permit application to the relevant officials in Zimbabwe.
* Upon approval, the employee can travel to Zimbabwe and begin working.

**Other Important Considerations**

* Foreign employees who wish to travel to Zimbabwe with family members can do so. However, additional requirements, such as marriage and birth certificates, may apply

**HOW TO GET PERMANENT RESIDENCE IN ZIMBABWE**

**Permanent Residence – Ordinary**

In order to obtain permanent residence, the following process has to be undertaken:

1. Letter addressed to the Chief Director of Immigration, requesting for issuance of permit
2. Support letter from;
   1. local spouse (for applicants on spouse permits)
   2. employer (for applicants on ordinary residence on basis of employment)
   3. guarantor (for applicants on ordinary residence)
3. Proof of continuous residence (5 years)
4. Copy of current permit
5. Lease agreement/deed of transfer if applicable
6. Local Police clearance (not older than six months)
7. Statutory fee of US$500 non-refundable

**NB:**

* Copies of all documents need to be sufficiently authenticated, those from outside Zimbabwe are to be notarized in the prescribed manner whilst those from within may be certified by commissioners of oaths
* All translations to be in English and the copies of original documents to be tendered
* Translations to be done by reputable institutions (preferably government entities)

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