**WORK PERMIT (NEW)**

[](https://www.immigration.gov.bs/applying-to-stay/applying-for-citizenship/bahama-coat-of-arms/)Non-Bahamian nationals who are desirous of working and living in The Bahamas for a period greater than 90 days, must first be authorized to do so by way of a valid work permit issued by the Department of Immigration. Persons wishing to work for up to 90 days must apply for a short term work permit.

**Annual Work Permit Application Requirements:**

* **$200.00 non-refundable processing fee** (payable by cash, credit/debit card, postal money order or bank certified cheque)
* **Letter of Request addressed to the Director of Immigration**
* **Duly completed First Schedule Form 1 application** with $10.00 Bahamian postage stamp affixed thereon (legible and notarized)
* Applicant’s original **medical certificate** (dated not earlier than 30 days before submission of the application. Required for every applicant)
* Applicant’s original **police certificate** (issued not earlier than six (6) months and must cover five (5) years of residence; required of applicants 14 years old and over)
* **Two (2) current passport photographs of applicant** on white background with name printed on back of photo (captured within six (6) months of application date; photo size must be 2 X 2 inches)
* Copy of the biographical data page of **applicant’s CURRENT passport** (must be signed and readable with minimum of two (2) months validity)
* Copy of biographical data page of **Employer/Sponsor’s current passport** (if employer is a non-Bahamian, evidence of immigration status is also required)
* **Labour Certificate with Notification of Vacancy** from the Department of Labour-Bahamas.
* Nationally circulated **newspaper advertisements** (must be advertised for three (3) consecutive days)
* **Two (2) written references from previous employers** (provide telephone contacts and email addresses)
* **Letter of release** from applicant’s previous employer of (if applicable)
* Copy of VALID**Business License, Certificate of Incumbency or Certificate of Incorporation** of Employer/Sponsor
* Copy of **Employer/Sponsor’s National Insurance Card**/Certificate

**For accompanying Dependents, apply for Permit to Reside.**

**Additional Documents Required By Certain Companies (Please Inquire):**

* Certified copies of qualifications in relation to post being applied for
* Staff list comprising of each employee’s name, position and nationality
* Name of Bahamian understudy for position being applied for
* Entertainers must have letter of authorization from The Bahamas Musician & Entertainers Union
* Doctors must have letter of authorization from The Bahamas Medical Council
* Nurses must have letter of authorization from The Bahamas Nursing Council
* Dentists must have letter of authorization from The Bahamas Dental Council
* Pharmacists must have letter of authorization from The Bahamas Pharmacy Council
* Accountants must have letter of authorization from The Bahamas Institute of Chartered Accountants
* Attorneys must have letter of authorization from The Bahamas Bar Association
* Veterinarians require a Valid Temporary Veterinary Registration from Bahamas Department of Agriculture
* Pilots must have a license or letter of authorization from Bahamas Civil Aviation Authority (BCAA)

**All further correspondence should be addressed to:**

Director of Immigration  
P.O. Box N-831  
Nassau, Bahamas

**Please note that:**  
1. Certified translations in English are required for each foreign document submitted and should have a **Bahamian $10.00 postage stamp** affixed thereto.  
2. **Translations must be prepared by someone proficient in the relevant foreign language.**  
3. Persons applying for status in first instance **should not** be in the country during the processing of the application.

**Eligibility**  
Any non-Bahamian who wishes to work in The Bahamas for **a period that exceeds 90 days**

**Processing Time**  
Once the actual application has been accurately and completely submitted, applicant should contact the **Consultation Unit at 604-0241/2** within a 8 to 12 week period for an update of the process of the application.