



# Checklist for a *Join family* visa

## 1 Application and applicant details

|                          |  |                          |  |
|--------------------------|--|--------------------------|--|
| AVATS reference number:  |  | Current passport number: |  |
| First name / Given name: |  | VFS VAC location:        |  |
| Surname / Family name:   |  | Submission date:         |  |

## 2 Summary

Whether you can join a family member in Ireland, and what documents are required, will depend on the status of your sponsor in Ireland and your relationship to them. **Before applying, applicants and sponsors must meet both residency and financial requirements, which are outlined in sections 16 and 17 of the family reunification (FRU) policy document.**<sup>1</sup>

## 3 Document checklist

The Embassy of Ireland, and the Irish Immigration Service, reserve the right to seek additional documents as appropriate to the application:

| #   | Category   | Sub-category                     | Comments  | For use by VFS only      |                          |   |
|-----|--|----------------------------------|---|--------------------------|--------------------------|---|
|     |  |                                  |   | Submitted?               |                          | LIDPro container                        |
|     |  |                                  |   | Yes                      | No                       |   |
| 1.1 | Application form, VFS receipt and completed checklist  | AVATS application form           | <i>The online completed form must be printed, signed and dated by the applicant.</i>  | <input type="checkbox"/> | <input type="checkbox"/> | Visa application form                   |
| 1.2 |  | Payment receipt and checklist    | <i>If applying through VFS you must provide a printed copy of your VFS payment receipt, showing the same visa application number (IRLXXXXXXX) as per 1.1. You must also supply this completed checklist.</i>  | <input type="checkbox"/> | <input type="checkbox"/> |   |
| 2.1 | Identity documents   | Passport photos                  | <i>Two photos meeting the following requirements: <a href="https://www.irishimmigration.ie/photograph-rules-for-visa-applications/">https://www.irishimmigration.ie/photograph-rules-for-visa-applications/</a></i>   | <input type="checkbox"/> | <input type="checkbox"/> | -                                       |
| 2.2 |  | Current passport                 | <i>Must be valid for at least 12 months after the date of arrival in Ireland.</i>   | <input type="checkbox"/> | <input type="checkbox"/> | Travel docs. submitted                  |
| 2.3 |  | Copies of previous passport(s)   | <b>Photocopies only of the biographic pages and all stamps/visas from any previous passports.</b> Blank pages do not need to be copied. Details of any lost or missing passports should be mentioned in 3.1.  | <input type="checkbox"/> | <input type="checkbox"/> | Applicants Previous Passport(s)         |
| 3.1 | Purpose of travel  | Application letter               | <i>Outline the reasons for travelling.</i>  | <input type="checkbox"/> | <input type="checkbox"/> | Visa app. form                          |
| 4.1 | Evidence of relationship to your sponsor (if the relationship to your sponsor is not included, please visit the <a href="https://www.irishimmigration.ie/coming-to-join-family-in-ireland/">Irish Immigration website</a> for further information) | Invitation letter from sponsor   | <i>A signed letter from your sponsor, confirming their sponsorship, outlining their residency status, employment status, financial status, whether they are in receipt of social benefits and their relationship history with the visa applicant.</i>   | <input type="checkbox"/> | <input type="checkbox"/> | Evidence of Link to Reference / Sponsor |
| 4.2 |  | Proof of visitation              | <b>Copies of stamps/visas in the sponsor's passport(s) showing travel to the applicant, specifically for significant events, such as marriages, child conception etc.</b>   | <input type="checkbox"/> | <input type="checkbox"/> |   |
| 4.3 |  | Spouse                           | <i>Evidence of your marriage registration/ceremony, attested by the Ministry of External or Foreign Affairs of the country of issuance. <b>If you, or your spouse, were previously married you must provide legal divorce documents.</b></i>  | <input type="checkbox"/> | <input type="checkbox"/> |   |
| 4.4 |  | Unmarried partner                | <i>Evidence required for de facto partners as per the Irish Immigration website: <a href="https://www.irishimmigration.ie/coming-to-join-family-in-ireland/">https://www.irishimmigration.ie/coming-to-join-family-in-ireland/</a></i>  | <input type="checkbox"/> | <input type="checkbox"/> |   |
| 4.5 |  | Children of the sponsor under 18 | <i>Birth certificate attested by the Ministry of External or Foreign Affairs of the country of issuance.<br/><br/>For children not born of the sponsor, you must provide legal adoption papers or meet the step-child criteria under section 13.6 of the policy document.<sup>1</sup></i>   | <input type="checkbox"/> | <input type="checkbox"/> |   |
| 4.6 |  | Children of the sponsor 18 to 23 | <i>In addition to the birth certificate, as outlined above, you <b>must also provide evidence that the child will be in fulltime education in Ireland</b>, as per section 13.2(a) of the FRU policy document. Provide an offer letter from an Irish Higher Education Institution, showing fee payments to secure the placement.</i> | <input type="checkbox"/> | <input type="checkbox"/> |   |

<sup>1</sup> <https://www.irishimmigration.ie/wp-content/uploads/2021/04/Policy-document-on-Non-EEA-family-reunification.pdf>.



| #   | Category   | Sub-category                  | Comments  | For use by VFS only      |                          |                                       |
|-----|--|-------------------------------|---|--------------------------|--------------------------|---------------------------------------|
|     |  |                               |   | Submitted?               |                          | LIDPro container                      |
|     |  |                               |   | Yes                      | No                       |                                       |
| 5.1 | Sponsor's residential eligibility<br><br>(see section 16 of the FRU policy document) | All sponsors                  | Provide a copy of the sponsor's in-date passport and Irish Residence Permit (if applicable).  | <input type="checkbox"/> | <input type="checkbox"/> | Sponsor(s) Passports                  |
| 5.2 |  | Category A and B sponsors     | <b>Category A sponsor:</b> If the sponsor has not yet travelled to Ireland, provide evidence of their Category A status, as per section 16.4 of the FRU policy document (e.g. critical skills permit, etc.). If they are already in Ireland, provide a copy of their employment permit and in-date Irish Residence Permit.<br><b>Category B sponsor:</b> Provide a copy of the sponsor's in-date Irish Residence Permit and all previous employment permits held (if applicable).   | <input type="checkbox"/> | <input type="checkbox"/> | Sponsor(s) Passports                  |
| 6.1 | Sponsor's financial eligibility<br><br>(see section 17 of the FRU policy document)   | Irish sponsor                 | The sponsor must show evidence of €40,000, gross, in cumulative earnings over the three years prior to application. <sup>2</sup>  | <input type="checkbox"/> | <input type="checkbox"/> | Main Sponsor's Financial Evidence     |
| 6.2 |  | Category A sponsor            | There is no financial criteria on Category A sponsors, as their migration to Ireland is promoted as part of Government policy. See 17.3 of the FRU policy document.   | <input type="checkbox"/> | <input type="checkbox"/> |                                       |
| 6.3 |  | Category B sponsor            | The sponsor must show <sup>1</sup> <b>gross earnings</b> (before tax) of at least €30,000 in <b>each of the two years prior to visa application</b> .<br><b>If sponsoring children</b> , the sponsor must instead show <b>net earnings</b> (after tax), at the relevant Working Family Payment threshold <sup>3</sup> in <b>each of the two years prior to visa application</b> . See section 17.4 and 17.6 of the FRU policy document.<br>Where the sponsor has resided in Ireland for less than two years, evidence of earnings accrued prior to entry to Ireland can be considered, once provided. | <input type="checkbox"/> | <input type="checkbox"/> |                                       |
| 7.1 | Criminal history check   | Police clearance certificates | You must provide a police clearance certificate (PCC) for any country where you held residence permission (including Ireland or the United Kingdom) in the five years prior to your application.<br>For country of current residence PCCs should be dated within six months of application. For countries of previous residence, within six month of departure.   | <input type="checkbox"/> | <input type="checkbox"/> | Other / Miscellaneous Documents       |
| 8.1 | Visa refusals  | Previous visa refusals        | Provide a letter detailing the refusals (country, reason for travel, dates, reasons for refusal etc.). You must also provide the refusal letter from the issuing country. If unavailable, explain why.  | <input type="checkbox"/> | <input type="checkbox"/> | Other / Misc. Docs                    |
| 9.1 | Consent for applicants under 18  | Letter of consent             | You must submit a letter signed by the legal guardians stating whom the child is travelling with and that all legal guardians consent to this. If dual consent is not possible, sole custody documents must be provided. <sup>4</sup>   | <input type="checkbox"/> | <input type="checkbox"/> | Evidence of Link to Reference Sponsor |
| 9.2 |  | Birth certificate             | A birth certificate must be supplied.   | <input type="checkbox"/> | <input type="checkbox"/> |                                       |
| 9.3 |  | Parental identity             | A photocopy of the legal guardian's passports or national identity cards that clearly shows their signatures.   | <input type="checkbox"/> | <input type="checkbox"/> | Sponsor(s) passports                  |

## 4 Additional VFS comments<sup>5</sup>

## 5 Applicant declaration

I, the applicant, understand that a decision will be made based on the above documents that I have submitted. ☒

VAC officer signature:

Applicant signature:

Date of signatures:

<sup>2</sup> Evidence includes Revenue *Employment Detail Summary* forms and *Statement of Liability* forms, bank statements, contracts, letters from employers, payslips etc.

<sup>3</sup> <https://www.gov.ie/en/service/08bb21-working-family-payment/#rate-of-payment>.

<sup>4</sup> See Appendix B of the aforementioned FRU policy document.

<sup>5</sup> Where documents are not provided or any particular issues arise at the VAC, please outline here.