

### APPENDIX 3

**Certificates / Supporting Documents required in respect of category of supporting staff (the remaining administrative, technical, clerical and supporting staff with annual salary under EUR 30.700)**  
(all documents must be either originals or certified copies)

The application forms for the employment of third country nationals as supporting staff (category 2(c)) are submitted to the District Aliens and Immigration Branches of the Police except for the District of Nicosia where the application forms are submitted to the District Office of CRMD after an affirmative decision (stamp of contract) is first ensured by the Labour Department.

The application should be accompanied by the following Certificates / Supporting Documents:

- Contract of Employment stating annual salary and employment duration stamped by the District Labour Office, given the fact that the employers have a permit from the Labour Department allowing them to employ third country nationals
- Form M61 (Application for Temporary Residence Permit) and M64 (application for employment permit) fully completed and duly signed
- Copy of passport's data (personal details and expiry date)
- Copy of Aliens Registration Certificate (A.R.C.)
- Certificate of Criminal Record
- Letter of guarantee from the employer. In case the alien is accompanied by members of his family, a letter of guarantee is required from the third country national
- Medical Examination Certificate (AIDS, syphilis, Hepatitis B) and a chest x-ray for tuberculosis (TB) from doctors in Cyprus
- Fees EUR 35 per year.