GRAND DUCHY OF LUXEMBOURG
Consulate General in Shanghai

# Residence permit – "Temporarily Posted Salaried Worker"
# 居留许可 – "临时派遣的受薪工作者"

For this category of residence permit, a simple copy of the documents is sufficient.
对于此类居留许可，仅需提交文件复印件即可。

## File information
## 档案信息

**Applicant name 姓名** _____

**Embassy 使领馆** _____

**Application date 申请日期** _____

**File reference 档案编号** _____

**Visa type requested (section no.)**
**申请签证类型（栏目编号）：** _____

## Mandatory documents 必需文件

☐ A completed and signed National Visa application form (available on guichet.lu or from the embassy/consulate)
已填写完整并签署的长期签证申请表（可在 guichet.lu 下载或向使领馆索取）

☐ One passport-size photograph meeting ICAO standards, taken less than 3 months ago. A non-compliant photo will be rejected.
一张近 3 个月内拍摄、符合国际民用航空组织 ICAO 标准的护照照片。不符合要求的照片将被拒收。

☐ Applicant's full valid passport (all pages)
- *Your passport must be valid for at least 6 months beyond the intended stay.*
- *It cannot have been issued more than 10 years ago.*

申请人完整且有效的护照（包括所有页面）

- *护照有效期必须至少超过计划停留期限 6 个月。*
- *护照签发时间不得超过 10 年。*

☐ Permanent employment contract, dated and signed by the posted employee and the company located in the country of origin (predating the start of the posting by at least six months)
无固定期限劳动合同，由被派遣员工与其所在原籍国的公司签署并注明日期（合同签署日期须至少早于派遣开始日期六个月）

☐ Assignment order or posting agreement signed between the sending company and the posted worker, dated and signed by both parties, providing for a gross salary at least equal to the current monthly social minimum wage in Luxembourg
派遣任务书或派遣协议，由派遣公司与被派遣员工双方签署并注明日期，其中约定的税前工资不得低于卢森堡现行每月最低社会工资

☐ Curriculum vitae
个人简历

☐ Diplomas and professional qualifications required for the salaried activity concerned
从事相关受薪工作所需的学历证书及职业资格证明

| | |
|---|---|
| ☐ | Certificate of social security affiliation from the country of origin, issued by the sending country, or valid health insurance covering the period of the transfer to Luxembourg (certificate of coverage, form A1)<br>由派遣国出具的原籍国社会保障参保证明，或覆盖派遣至卢森堡期间的有效保险证明（覆盖证明，A1 表格）。 |
| ☐ | Criminal record extract from the country of current residence, issued less than three months ago, or a sworn affidavit if obtaining such an extract is duly justified as impossible<br>由当前居住国签发且签发日期在三个月以内的无犯罪记录证明；若有正当理由证明无法获取该证明，则须提供经宣誓的声明书 |
| ☐ | Valid residence permit issued by another EU Member State, if the applicant already resides in the Schengen area<br>如申请人已居住在申根区内，须提供由其他欧盟成员国签发的有效居留许可 |

**Optional documents 可选文件**

| | |
|---|---|
| ☐ | Proof of professional experience (e.g. work certificates)<br>职业经验证明（例如：工作证明） |
| ☐ | Proof that the employer holds a valid business establishment authorisation in Luxembourg<br>证明雇主持有卢森堡有效营业设立许可的文件 |

**Remarks 备注:**

GRAND DUCHY OF LUXEMBOURG
Consulate General in Shanghai

1. The Embassy/the Consulate reserves the right to interview the applicant in person. 使领馆有权对申请者进行面谈。
2. The Embassy /the Consulate reserves the right to request additional documents. 大使馆/领事馆保留向申请人要求提供额外文件的权利。
3. If the documents are not written in French, German, or English, a certified translation by a sworn translator must be included. 如果文件并非用法语、德语或英语书写，则必须附上经宣誓翻译人员出具的认证译文。

| | |
|---|---|
| **Visa fee (签证费)** | |
| **Service fee (服务费)** | |
| **Courier fee (快递费)** | |
| **Other fees (其他费用)** | |

**Applicant/Representative signature 申请人/被委托人签名**

**Date 日期**

**Name and signature of VAC processing officer**
**签证申请中心资料审核员签名**

| | |
|---|---|
| **Processing Officer** | |
| **Data Officer** | |
| **Data Entry System Officer** | |
| **Quality Check Officer** | |