**MANAGER – SPECIALIST – TRAINEE EMPLOYEE**

**SHORT TERM MOBILITY NOTIFICATION**

|  |  |
| --- | --- |
|  | **DOCUMENT** |
|  |  |  |
| **BEFORE THE ARRIVAL OF THE THIRD COUNTRY NATIONAL** |
| 1 | Copy of a valid passport or other travel document, the validity of which must at least cover the total required period of the intra-corporate transfer in the EU (not only in Cyprus). |
| 2 | Copy of a valid intra-corporate transferee permit, in the case were the intra-corporate transferee has already obtained such a permit from a first E.U. Member State (other than Cyprus),**or**Evidence that an application for an intra-corporate transferee permit has already been submitted to a first E.U. Member State, in case where such a permit has not yet been obtained.  |
| 3 | Evidence that the host entity and the undertaking established in a third country belong to the same under­taking or group of undertakings. |
| 4 | Work contract and, if necessary, an assignment letter from the employer of the third countrywhich were submitted at the first Member State.  |
| 5 | Document that states the exact duration and dates of the mobility (not necessary when form MICTM-NTF is used). |
| 6 | Original Certificate of Criminal Record from the country of origin (if the applicant resides in a country other than the country of origin, the certificate should be issued from the country of residence). |
| 7 | Original blood analysis results showing that the third country national does not bear/suffer from HIV, syphilis, hepatitis B and C and chest x-rays for tuberculosis (TB), from the country of origin or from the first Member State. |
| 8 | Evidence certifying that the third-country national fulfils the conditions laid down under the national law for the exercise of the regulated profession to which the application relates - **Only if applicable**. |