



Dear applicant,

Your submitted documentation and biometric data will within a few days be transferred to the Danish Immigration Service (DIS)/ Danish Agency for International Recruitment and Integration (SIRI), whichever is the relevant decision-making authority in your case.

You will be contacted by the Embassy either because we need further information or because we have received a decision from DIS/SIRI regarding your application. However, please be aware that your application for residence and/or work permit is not processed by the Embassy and we therefore cannot provide status updates or answer questions regarding your specific application. We recommend that you direct any [questions to DIS or SIRI](#), whichever is relevant in your case.

If you do not agree to have your [biometric features recorded](#), your application will be rejected by DIS/SIRI. This means that your application will not be processed.

Documents required in all cases when handing in a r/w permit application:	YES
<b>Signed current passport</b> (+ colour copy of all pages incl. cover) – issued within the last 10 years and have two blank pages. - Please note: A residence permit can only be valid until 3 months before the expiry date of your passport. - Please note: Your passport will be returned to you after it has been processed at VFS	
<b>Receipt of payment of the fee to DIS/SIRI incl. case order ID</b> (Example case order ID: AB-1234-CD) - Please note: If fee exempt, you will not have a case order ID	
<b>Receipt of payment of the fee to the Embassy</b> (from <a href="https://dys.um.dk/permit/">dys.um.dk/permit/</a> - unless fee exempt). - Please note: The Embassy may refuse to handle your application, if you have not paid the Embassy fee	
Specific for applications submitted online to DIS/SIRI:	
<b>Confirmation from DIS/SIRI that the application was submitted online</b> – you will have received this confirmation when you submitted your application online via <a href="https://newtodenmark.dk">newtodenmark.dk</a>	
Specific for applications submitted to DIS/SIRI by regular post or third party:	
<b>Copy of the first three pages of the application form</b> – please make sure it is clear which form and type of residence/work permit you have applied for.	
Specific when submitting application and supporting documents in person at VFS:	
<b>Application form completed and signed with all supporting documents</b> – copies of the originals must be in A4 format and colour.	

Date and signature of applicant:	
<b>Applicant's contact details</b> (phone/email):	
TO BE FILLED IN BY VFS	
Remarks (e.g. regarding biometrics, passport):	
VFS staff member's signature:	