



GUIDE TO OBTAINING A UAE EMPLOYMENT VISA

Below is a simple, step-by-step guide designed to walk you through the process of applying for a UAE employment visa or renewing your current one. Ras Al Khaimah Free Trade Zone (RAK FTZ) Government Services desk offers a one-stop-shop solution for all your visa requirements such as new applications, renewals, medical tests, Emirates ID issuance, and much more.

1

COMPLETE AN ONLINE APPLICATION

Fill out an application for a new visa, or renewal of your expiring visa online at www.rakftzeservices.com. Once the application is completed, print it out along with the required documents mentioned in the application and present it to any of our Government Services representatives, or email it to visanotification@rakftz.com.

2

PROCEED WITH PAYMENT

Once you have submitted the visa request application, you will receive an invoice. Proceed with payment. For your convenience, the payment can be completed in any of the following methods:

- Cash at any of the RAK FTZ offices in Ras Al Khaimah, Dubai, or Abu Dhabi
- Bank transfer to the account detailed on your invoice
- Online, by following the customised link on your invoice



3

COLLECT YOUR UAE ENTRY PERMIT

This step is not required for visa renewal requests

If your request is for a new visa issuance, you will be contacted once your UAE entry permit is ready for your collection at any of the RAK FTZ offices or UAE airports. Your entry permit is valid for 60 days.

Note: once the entry permit has been utilised, applicants will not be permitted to exit the UAE unless the visa has been stamped or the permit has been cancelled.



4

APPLY FOR MEDICAL TEST AND EMIRATES ID

Approach our RAK FTZ Government Services desk to apply for a medical test and issuance of Emirates ID. You will need the following documents:

- 6 recent passport-size photos with white background
- Original passport
- Original UAE entry permit (only if applying for new visa)
- Accommodation proof and utility bill



5

COLLECT YOUR PASSPORT

You will be contacted once the visa stamping is done. You can now collect your original passport from our Government Services desk.

You are now a resident of the United Arab Emirates.