

## Work Permit application

**Price:** CHF 3,500 (excl. VAT)

**Summary:** Assistance in identifying the type of work permit is required for your candidate, providing you with the relevant process to follow to prepare such application and in drafting and filing of the work permit application for your foreign candidates.

## Process and Deliverables



You share with us all available information regarding your company, the job opening for which a work permit may need to be requested and the profile of the selected candidate.



We review the material and ask for any additional information that may be required.



We hold an initial 1-hour call or meeting to your possible options regarding possible available permits, the conditions to be met and documents to be collected, the timeline for the application process and the next steps.



We produce an initial draft of a work permit application and provide you with detailed instructions of actions that you may need to undertake (announcement of job opening, salary assessment, etc.).



We finalize the application based on your feedback on the initial draft and upon receipt of all necessary documentations we file the application with the relevant authorities.



We follow up the process with the authorities to increase the speed and chances of success of the application process.

## Limitations, conditions, and assumptions

Requires successful onboarding as a client of the firm (incl. KYC, conflict checks, and signed engagement letter).

**The package does not cover** the negotiation of an employment contract with a candidate, the application for special permits or for family reunion, appeal of a negative decision or assistance in the visa issuance process to be followed by the candidate upon acceptance of the work permit.

Services not included in the package will be charged at standard rates and subject to our engagement terms.

If interested, please send an email to [contact@idest.pro](mailto:contact@idest.pro) or call us at + 41 21 321 0880.