

## EMPLOYMENT PASS ( CATEGORY I )

<b>Eligibility criteria</b>	1	Applicant must earn a basic salary of minimum <b>RM10,000 per month</b> ;
	2	Expatriate must have an employment contract valid from <b>12 months to 5 years</b>
<b>Features</b>	1	Spouse and <b>children under 18 years old</b> of Employment Pass holder are eligible for Dependent Pass
	2	Children over 18 years old and unmarried are eligible for Social Visit Pass (Long Term)
	3	Parents / Parents-in-law are eligible for Social Visit Pass (Long Term)
<b>Conditions</b>	1	Renewal of the pass can be considered depending on the requirements
	2	All applications must obtain a Visa With Reference (VDR) before entering Malaysia for the purpose of employment.
	3	Applicants who have entered the country will have 3-7 days from entry date to endorse EP sticker.
<b>Documents required</b>	1	Recent passport photo with light blue background
	2	Copy of passport (full booklet with cover)
	3	Copy of highest educational certificates • Please include copy of Professional certificate (if applicable)
	4	Latest comprehensive Resume
	5	Release letter from previous employer in Malaysia (for change of employer only)
	6	Copy of Employment Contract (duty stamped by Malaysia Inland Revenue Board)
	7	Detailed Job Description printed on company's letterhead
	8	Latest 3 months' salary slips (for Employment Pass renewal and change of position)
	9	Latest e-BE /LHDN e-filing (for Employment Pass renewal or change of position or change of employer)
	10	Tax payment receipts (if any)
	11	Latest EA Form (for Employment Pass renewal or change of position or change of employer)
	12	Account statement from Malaysia Inland Revenue Board (Note: upon request)
	13	Other documents specified upon request by the Immigration Department