

Temporary Residence Permit | Process through External Service Providers

1st stage

Employee eligibility

Employee eligibility

The employer finds a candidate and determines whether they are eligible for a Temporary residence permit (TRP).

Eligibility criteria:

- Direct employment at a company registered in Lithuania.
- The employment period in Lithuania is at least six months.
- The employee must meet the following requirements:
 - Have a proof of qualification (e.g. a certificate from an educational institution)
 - And have at least one year of relevant work experience during the last five years.
 - Or should receive a monthly salary which is equal or higher than the average monthly salary at the company in the last calendar year.

A decision of the Employment Service regarding demand for the employee's qualifications is needed in case the profession is not included in the high-demand profession list or the relevant quota is exhausted.

In such case, the employer submits the documents to the Employment Service. The decision is then directly forwarded to the Migration Department.

The employer has registered the vacancy with the Employment Service at least **5 business days** ago.

5 business days

Employer

2nd stage

Mediation Letter

Mediation Letter

If an employee is eligible for a TRP, then the employer submits a Mediation Letter to the Lithuanian Migration Department via its e-service system MIGRIS. The Mediation Letter is assigned a number which needs to be entered in the TRP application.

Step 1

The employer submits information regarding the foreign employee's employment and qualifications, as well as a copy of the employee's passport.

Step 2

The employer shares the assigned Mediation Letter number with the employee.

Employer

3rd stage

Temporary Residence Permit application & appointment

Application process

The application process through External Service Providers may take up to 90 days. The process has three steps: first, the employee submits the application online; then, the employee books and attends an appointment at the local application centre.

The application processing fee is €160.

Step 1

The employee submits the application online via MIGRIS and uploads all the necessary documents to the system.

Step 2

After submitting the application, the employee books an appointment at the local application centre on the VFS Global website.

Step 3

At the application centre, the employee submits all the necessary document originals and biometric data, and pays the service fee.

The VFS service fee ranges from €30 to €120 depending on the employee's country of origin and must be paid in person.

The employee may also be required to attend a mandatory online interview with a specialist from the Migration Department.

Employee

up to 90 days

4th stage

Collecting the Temporary Residence Permit

Collecting the Temporary Residence Permit

The employee has two options to collect the Temporary Residence Permit.

Option 1

The employee can collect their TRP at their local application centre.

Arrival in Lithuania

Option 2

The employee can collect their TRP at the Migration Department office.

The employee needs to make sure that their country of origin has a visa-free agreement with Lithuania or have a valid Schengen visa upon arrival.

If the employee's profession is listed on the high-demand list, they can start working before collecting their TRP.

Start of the employment

Employee

5th stage

Declaring the place of residence in Lithuania

Declaring the place of residence in Lithuania

Upon collecting their TRP, the employee will have **1 month** to declare their place of residence in Lithuania.

The employee may declare their place of residence at the Migration Department or at the local Eldership office.

Employee