

SHORT TERM EMPLOYEE (C-4-5)

ELIGIBILITY:

A person who intends to engage in short term employment activities for profit such as temporary entertainment (entertainment activities, etc.), advertising and fashion activities, lectures*, research, technical guidance, service provision, etc.

* In case of engaging in a short-term lecture invited from a domestic public or private institution under a contract subject to profit.

* Including artists participating in exhibitions where profits are generated through the sale of works.

*Short-term employment of seasonal workers (C-4-1-4) are subject to confirmation of visa issuance.

Every citizen or resident of Mongolia, who wants to enter the Republic of Korea with a Short-Term Employment visa must apply through the Visa Application Centre. Note that you can apply for a single-entry visa (valid for 3 months with the maximum duration for stay 90 days), double-entry visa (valid for 6 months with the maximum duration of stay for 90 days), for a multiple entry visa (valid for 1-year, 3-year, 5-year with the maximum duration of stay for 90 days).

Note that the Embassy may request for additional documents if it is deemed necessary for the evaluation of the visa.

COMMON DOCUMENTS

1. Visa Application Form (Form no. 17), one 3.5X4.5 cm photo picture taken in the past 6 months

2. Passport in original and a copy

3. Proof of financial means

- **BUSINESS OWNER:** Tax payment certificate (at least MNT 500,000 for 6 months)
- **EMPLOYEE:** Copy of social insurance certificate; Confirmation of payment of social insurance (monthly base salary of at least MNT 500,000 for the past 6 months)
- **OTHER CASES:** Bank statement on the name of the applicant for the past 6 months (Joint accounts cannot be accepted) ('19.9.16. implementation)

***Summary copy of the Bank statement to be submitted.**

4. Marriage Certificate

5. Original invitation letter including the specific purpose of the invitation and the return guarantee.

6. Business registration certificate, Copy of Corporate registration

*Documents related to the registration of lifelong education facilities, such as a certificate of registration, for those who engage in foreign language conversation guidance activities such as English camps.

7. Employment contract, service contract, purchase contract, or participation confirmation issued by the organizer.

8. A letter of recommendation for employment by the head of the competent administrative agency, cooperation, or documents that can prove the necessity of employment.

- Performance recommendation letter of the Video Rating Board for celebrities
- Recommended by the Korea Football Association (KFA) for athletes, leaders, referees, etc. such as professional football.
- Professional Go players are recommended for employment by associations such as the Korea Institute of Science and Technology.
- Recommendation letter from the Korea Industrial Technology Foundation or Korea IT Venture Federation for those who are eligible for the issuance of high-tech personnel (GOLD or IT card)
- For foreign technical personnel, the recommendation letter of the Small and Medium Enterprise Promotion Corporation can be replaced with employment certificate documents.

***Additional documents can be requested depending on the purpose of the activities to visit Korea.**