

List of documents to be submitted with an application for a VLS-TS marked Salarié détaché ICT for a posted employee with no French employment contract

– Article L313-24 of CESEDA, R313-72ff.

This list is provided for indicative purposes only. Make sure you contact the consular, diplomatic or prefectural authority that will be handling your application to obtain a list of required documents appropriate to your personal circumstances and the reason for your stay in France.

Helpful tip: Supporting documents must, where applicable, be accompanied by a French translation by a sworn translator certified to provide translations for the French courts of appeal. If applicable, please click here to view a [list of sworn translators](#).

Abroad – Application for a Long-stay visa equivalent to a resident permit (valid 12 months)

- [Long-stay visa application form \(CERFA n°14071*05\)](#) dated duly completed and signed ;
- France-Visas receipt ;
- A currently valid passport issued within the last 10 years and valid for at least three months after the visa expiry date;
- Proof of marital status and nationality:
 - Passport (pages covering marital status, validity dates, entry stamps and visas);
 - Short-form birth certificate showing parentage or copy of full birth certificate;
 - Where applicable, spouse's residence permit (or passport); copy marriage certificate, or short-form birth certificates of children, showing parentage;
- Three recent [standardized](#) passport photos.

Employees transferred within their group must also provide the following supporting documents with their application:

- Form [Cerfa no. 15619*01](#), setting out the elements of the employment contract that justify applying for an 'Intra-company transfer' residence permit;
- A current employment contract with the home company outside France and an amendment to the contract setting out the terms of the assignment in France;
- Evidence of income equal to the [statutory national minimum wage \(SMIC\)](#), i.e. €18,473 as of January 1, 2020;

- Documents providing evidence of the legal relationship between the employing establishment or company and the host company in France;
- Any document providing evidence that the employee has the required skills;
- An up-to-date excerpt of the commercial register (*extrait K-bis*) for the company to which the employee is to be posted;
- Social security certificate of temporary employment abroad or sworn declaration of application for registration with the French social security system;
- Where applicable, a sworn declaration of application for registration with the relevant paid leave scheme (*caisse des congés payés*);
- Certificate of payment of social security contributions by the entity established in France.

Renewal

- Certificate of employment or copy of last three pay slips;
- Evidence that the assignment is continuing beyond the initial period, and proof of the duration of the proposed extension;
- Currently valid certificate of temporary employment abroad.

In France – Online validation procedure

Upon arriving in France, once the visa has been approved, and **no more than three months after entering French territory**, the visa holder must register with the French Immigration and Citizenship Office (Office français de l'immigration et de l'intégration – OFII). A long-stay visa is only equivalent to a residence permit if approved by the OFII.

The validation procedure as well as the payment of the tax on the residence permit and the stamp duty is now made online using the following website: <https://administration-etrangers-en-france.interieur.gouv.fr/particuliers/#/>

In France – Application for a temporary residence permit marked 'Salarié détaché ICT' (Except for VLS-TS)

- A currently valid passport issued within the last 10 years and valid for at least three months after the visa expiry date;
- Long-stay visa marked 'Salarié détaché ICT' or VLS-TS marked 'Salarié détaché ICT' or currently valid residence permit;
- Proof of marital status and nationality:
 - Passport (pages covering marital status, validity dates, entry stamps and visas);
 - Short-form birth certificate showing parentage or copy of full birth certificate;
 - Where applicable, spouse's residence permit (or passport); copy marriage certificate, or short-form birth certificates of children, showing parentage;
- Proof of address dated within the last six months (or, failing that, certificate of accommodation provided by a private individual or a hotel);
- Three recent [standardized](#) passport photos;
- Proof of payment of the tax on the residence permit and the stamp duty payable upon issue of the permit.

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- Form [Cerfa no. 15619*01](#), setting out the elements of the employment contract that justify applying for an 'Intra-company transfer' residence permit;

- A current employment contract with the home company outside France and an amendment to the contract setting out the terms of the assignment in France;
- Evidence of income equal to the [statutory national minimum wage \(SMIC\)](#), i.e. €18,473 as of January 1, 2020;
- Documents providing evidence of the legal relationship between the employing establishment or company and the host company in France;
- Any document providing evidence that the employee has the required skills;
- An up-to-date excerpt of the commercial register (*extrait K-bis*) for the company to which the employee is to be posted;
- Social security certificate of temporary employment abroad or sworn declaration of application for registration with the French social security system;
- Where applicable, a sworn declaration of application for registration with the relevant paid leave scheme (*caisse des congés payés*);
- Certificate of payment of social security contributions by the entity established in France.

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- Certificate of employment or copy of last three pay slips;
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