



## E23 – WORKING KITAS (Employment)

A working Kitas allows you to work for and earn money from an Indonesian company. The role and specific duties must be in accordance with those designated by the Labor Department.

Information	Description
<b>Length of Stay</b>	Up to 6 months or 1 year
<b>Processing Time</b>	<ul style="list-style-type: none"> <li>→ Regular takes up to 60 business days.</li> <li>→ Priority takes up to 40 business days.</li> </ul>
<b>With this visa you CAN</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Work for and earn money from an Indonesian company.</li> <li><input checked="" type="checkbox"/> Conduct activities related to tourism, and visiting friends or family.</li> <li><input checked="" type="checkbox"/> Bring eligible members of your family.</li> <li><input checked="" type="checkbox"/> Travel to and from and live in Indonesia as long as your permit is valid.</li> </ul>
<b>With this visa you CAN NOT</b>	<ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Stay in Indonesia after your visa expires.</li> <li><input checked="" type="checkbox"/> Perform work that is not in accordance with your job description.</li> </ul>
<b>Visa validity</b>	This visa must be used within 90 days from the date of issue.
<b>Document requirements for the employee</b>	<ul style="list-style-type: none"> <li>→ Passport that is valid for at least 18 (eighteen) months.</li> <li>→ A recent color photograph.</li> <li>→ A personal bank statement showing a minimum equivalent amount of USD \$2,000. The statement must cover the last 3 months and include your name, the date, and the account balance.</li> <li>→ Indonesian company formation documents.</li> <li>→ ITK/ Permit Number (<i>Applying from within Indonesia</i>)</li> </ul>
<b>Document requirements for the employer</b>	<ul style="list-style-type: none"> <li>→ ID card of accompanying local workers (Tenaga Kerja Indonesia/TKI).</li> <li>→ Salary amount.</li> <li>→ Work location and confirmation of office presence if the location is outside the company's registered address.</li> <li>→ Employment contract.</li> <li>→ WLKP (Mandatory Labor Reporting) account information.</li> <li>→ BPJS Ketenagakerjaan (Indonesia Employment Social Security Administration).</li> </ul>

### Working Kitas (Employment) Options:

Applying from	Visa	Stay	Work Permit	Work Insurance	Regular	Priority
Outside Indonesia	Working Kitas	6 months	USD 600	IDR 3.000.000	IDR 15.250.000	IDR 18.250.000
		1 year	USD 1,200	-	IDR 17.750.000	IDR 21.250.000
Within Indonesia	Conversion from Visa (C/D) to Working Kitas	6 months	USD 600	IDR 3.000.000	IDR 17.750.000	IDR 20.250.000
		1 year	USD 1,200	-	IDR 20.250.000	IDR 23.250.000

### Renewal:

Information	Description
<b>Length of Stay</b>	Up to 6 months or 1 year
<b>Processing Time</b>	<ul style="list-style-type: none"> <li>→ Regular takes up to 60 business days.</li> <li>→ Priority takes up to 40 business days.</li> </ul>
<b>Document Requirements</b>	<ul style="list-style-type: none"> <li>→ Passport that is valid for at least 18 (eighteen) months.</li> <li>→ Domicile letter of home address.</li> <li>→ SKTT (<i>Temporary Residential Registration</i>).</li> <li>→ A personal bank statement showing a minimum equivalent amount of USD \$2,000. The statement must cover the last 3 months and include your name, the date, and the account balance.</li> </ul>
<b>Requirements</b>	<ul style="list-style-type: none"> <li>→ Applicant must be physically present in Indonesia to process Kitas renewal.</li> <li>→ Renewal needs to be processed within 1 month before your Kitas expires.</li> </ul>
<b>Price</b>	<ul style="list-style-type: none"> <li>→ <b>Regular: IDR 15.250.000 + USD 1,200.</b></li> <li>→ <b>Priority: IDR 17.250.000 + USD 1,200.</b></li> </ul>

**Price above excluded:**

Service	Regular	Expedited
Domicile letter of Indonesian home address - <i>Prices not included Banjar Donation</i>	<b>IDR 250.000</b>	-
Address change in same region	<b>IDR 500.000</b>	<b>IDR 850.000</b>
Address change to different region	<b>IDR 1.000.000</b>	<b>IDR 1.500.000</b>
SKTT ( <i>Temporary Residential Registration</i> ) - <i>Prices not included Domicile letter</i>	<b>IDR 1.000.000</b>	-
Kitas cancelation (EPO or ERP)	<b>IDR 1.000.000</b>	<b>IDR 1.500.000</b>
NPWP (Personal tax number)	<b>IDR 1.000.000</b>	-

**Please note:**

- Payment can be made conveniently through  VISA  PayPal   BNI  mandiri 
- The prices stated in this document are current and valid as of the specified date.
- Processing of your application will commence only after the funds have successfully cleared into our account.
- An additional cost applies for renewal processed outside Bali.

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