



IMMIGRATION

CAYMAN ISLANDS

APPLICATION FOR RENEWAL OF THE CERTIFICATE FOR SPECIALIST CAREGIVER

This application should be sent to:
 The Secretary to the Work Permit Board, PO Box 1098, Grand Cayman KY1-1102
AN INCOMPLETE APPLICATION WILL NOT BE PROCESSED AND WILL BE RETURNED TO THE SENDER

NOTES: This application is in four parts. Part one is to be completed by the prospective employee. Parts two through four are to be completed by the employer

APPLICATION FORM CONTAINS 5 PAGES

PART 1 - Details relating to Employee - To be completed by the Prospective Employee

1. Surname (Last Name) _____			Maiden Name _____			Given Names (First Names) _____		
2. Nationality _____			Date of Birth _____ DD/MM/YY			Gender Male <input type="checkbox"/> Female <input type="checkbox"/>		
3. Passport no _____		Date of Issue _____ D/MMM/YY		Place of Issue _____		Date of Expiry _____ D/MMM/YY		
4. Any other Names known by _____				(iv) Personal Email Address _____				
5. Physical Address _____								
District _____			PO Box and KY _____			Phone _____		
6. If you are not currently living in the Cayman Islands what is your present address and contact information? _____								

7. Have you ever been charged or convicted of a criminal offence in any country, including the Cayman Islands? <input type="checkbox"/> Yes <input type="checkbox"/> No								
If you answered yes, please give details								
Nature of offence _____			Date _____ D/MMM/YY		Place _____		Sentence _____	
8. Are you presently in good health? <input type="checkbox"/> Yes <input type="checkbox"/> No								

DECLARATION

I declare the information contained in this application to be correct to the best of my knowledge and belief and I am aware that it is a criminal offence to make a statement or representation that is false in a material fact which I know to be false or do not believe to be true.

In accordance with The Immigration Law, Section 42(4)(b), I hereby agree to submit to being Fingerprinted/Palmprinted for the purpose of identity verification and criminal checks domestically and internationally.

Signature of Prospective Employee _____

Date (DD/MM/YY format) _____



RENEWAL APPLICATION FOR CERTIFICATE FOR SPECIALIST CAREGIVER

This application should be sent to,
The Secretary to the Work Permit Board, PO Box 1098, Grand Cayman KY1-1102
AN INCOMPLETE APPLICATION WILL NOT BE PROCESSED AND WILL BE RETURNED TO THE SENDER

PART 2 - Details relating to Employer - To be completed by Prospective Employer

1. Surname (Last Name) _____ Maiden Name _____ Given Names (First Names) _____

2. Nationality _____ Date of Birth <input type="text" value="M"/>/<input type="text" value="Y"/> Gender Male Female

3. Physical Address _____

District _____ PO Box and KY _____ Phone _____

Personal Email Address _____

4. Occupation _____

PART 3 - Details relating to Person to be cared for - to be completed by Prospective Employer

1. Full name of person being cared for _____

Is the person to be cared for -

- a. an elderly person
(a person over the age of sixty-five years)
- b. a sick person
(a person who suffers from an illness which has been certified by a doctor as not being short-term in nature and as a result of which the person is dependent on the care of a specialist caregiver)
- c. a person with a disability
(a person who suffers from a permanent physical or mental disability which has been documented by a doctor and who as a result of this disability is dependent on the care of a specialist caregiver)

DECLARATION

I declare the information contained in this application to be correct to the best of my knowledge and belief and I am aware that it is a criminal offence to make a statement or representation that is false in a material particular which I know to be false or do not believe to be true.

Signature of Prospective Employer _____

Date (DD/MM/YY format) _____



This application should be sent to,
The Secretary to the Work Permit Board, PO Box 1098, Grand Cayman KY1-1102
AN INCOMPLETE APPLICATION WILL NOT BE PROCESSED AND WILL BE RETURNED TO THE SENDER

Please use the checklist below to ensure that you are providing all the required documents and fees with your application

- Fees** application fee CI\$100 (original signature required) **plus** renewal fee equivalent to annual work permit fee
- Photograph** one (1) full face photo - see photo template for more information
- Cover Letter** signed by Employer detailing why certificate is required - original signature required
- Police Clearance** original signed and sealed, less than 6 months old, for last place of residence
- Original Medical questionnaire** - with doctor's original signature and stamp, may be no older than three years; blood work (HIV/VDRL) must be less than 6 months old at date of submission
- If person being cared for is an elderly person, provide copy of the person's birth certificate, passport or other document proving their age**
- If person being cared for is a sick person, provide letter from doctor confirming nature of illness**
- If person being cared for is a person with a disability, provide letter from doctor confirming disability**



Health and Pension Supplement To Work Permit Application
Questions relating to the Provision of Pension Benefits and Health Insurance

Supplement - To Be Completed By Employer and Attested To By The Employee

PENSION PLAN

1. Do you have a valid Pension Plan for this employee in accordance with the National Pensions Law and its current revisions? Yes No

If No, why not? _____

2. What is the name of the Company and Administrator of your registered Pension Plan?

Company _____ Telephone No _____

E-Mail Address _____ Employee Pension No _____

Registration No _____

3. Are your Company's Pension Plan contributions for this employee paid up to date? Yes No

If No, why not? _____

HEALTH INSURANCE

1. Do you have a valid Health Insurance Plan for this employee in accordance with the Health Insurance Law and its revisions and regulations thereunder? Yes No

If No, why not? _____

2. What is the name of the Company and Administrator of your registered Health Insurance Plan?

Company _____ Telephone No _____

E-Mail Address _____ Employee Membership No _____

Policy No _____

3. Are your health insurance premiums for this employee paid up to date? Yes No

If No, why not? _____

EMPLOYER'S DECLARATION:

I declare that the information given above is correct and confirm that the employee for whom the work permit is being sought is or will become a member of the above Health Insurance Plan in accordance with the Health Insurance Law and is a member or will join the above Pensions Plan in accordance with the National Pensions Law

I understand making a false statement or representation knowing the same to be false in accordance with the Immigration Law, I am liable on conviction to a fine of CI \$5,000.00 and imprisonment of one year..

Name of Employer _____

Authorized signatory for and on behalf of Employer _____
Original Signature of Employer Required!, not Agency Representative

Date (DD/MMM/YY) _____
D/MMM/YY

EMPLOYEE'S DECLARATION:

I declare that the information given above is correct and confirm that the employer from which I seek employment has enrolled me in the Health Insurance Plan and has enrolled me in the above Pension Plan (unless exempted by Pensions Law).

I understand making a false statement or representation knowing the same to be false in accordance with the Immigration Law, I am liable on conviction to a fine of CI \$5,000.00 and imprisonment of one year.

Name of Employee _____

Signature _____
Original Signature of Employee Required!, not Agency Representative

Date (DD/MMM/YY) _____
D/MMM/YY

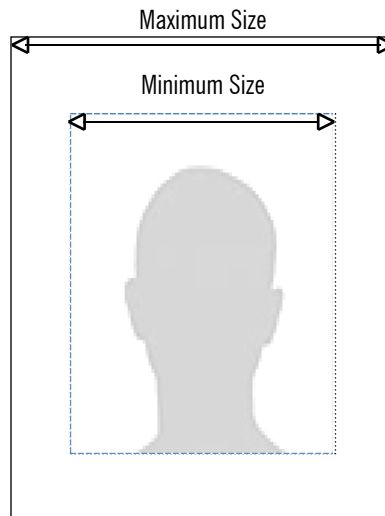


IMMIGRATION
CAYMAN ISLANDS

PHOTOGRAPH TEMPLATE
Applicants Only

Surname (Last Names)		Given Names (First Names)		Maiden Name (if applicable)	
File Number (if known)	(Also known as "Work Reference Number")	Application Date	D/MMM/YY	Date of Birth	D/MMM/YY

Applicant Full Face Photo



Full Face Photograph

Do Not Use Staples!

Photographs may be taped or glued to the picture diagrams.

Instructions:

- For Work Permit Grant, Work Permit Renewal, Permanent Residency and Cayman Status applications, provide Full Face Photo (1 photo).
- Print Last Name, First Name(s), and Date of Birth on the back of photograph.
- The photograph must:
 - be a "passport type" photograph
 - be in colour
 - be taken within the past 12 months
 - show full face (shoulders and above)
 - have no head covering
 - have a plain white background
 - be between 45mm by 35mm (1.77 inches by 1.38 inches) and 63mm by 50mm (2.5 inches by 2 inches), see diagram below
 - be unmounted
 - be printed on normal photographic paper
 - if digital, have resolution of at least 800 dpi (dots per inch)
- Blurred photographs will not be accepted.
- Stick-on labels will not be accepted.