



## DOCUMENT REQUISITION FORM

To Request Document(s), complete this form and submit to the Department of WORC with appropriate fee(s).

APPLICATION FORM CONTAINS 1 PAGE

You will be notified when the document(s) is ready for collection.

To Collect Document(s), you must bring your original Photo ID with signature (e.g., Passport, Drivers License).

Another party may collect your document - they will need 1) your original Photo ID w/signature, 2) their original Photo ID w/signature, 3) a letter signed by you granting permission.

Once you are notified your document(s) is ready for collection, you have 14 days to collect the document(s). After that time, it is required to make a new application.

|                     |  |                           |  |                             |  |
|---------------------|--|---------------------------|--|-----------------------------|--|
| Surname (Last Name) |  | Given Names (First Names) |  | Maiden Name (if applicable) |  |
| Date of Birth       |  |                           |  | Nationality                 |  |
| Agent/Proxy         |  |                           |  |                             |  |
| Phone               |  | E-mail                    |  |                             |  |

Please check the box(s) for the copy(s) you require (cost is CI\$10.00 for each document except as noted below).

### Cayman Islands Documents

- Caymanian Status Letter
- Caymanian Status Certificate (CI\$50.00)\*
- Caymanian Status Acknowledgement Letter
- Permanent Residence Letter
- Permanent Residence Certificate (CI\$50.00)\*
- Residency Certificate - Spouse of a Caymanian (to remove expiration)(No fee)
- Work Permit Grant Letter/License
- Work Permit Renewal Letter/License
- Temp Work Permit Grant/Extension Letter/License

### Applicant Documents

- Marriage Certificate
- Medical Form
- References
- Birth Certificate
- Police Record
- Other - Please specify

\* The Caymanian Status or Permanent Residency Certificate require submission of Affidavit A01 with this form. This form and the affidavit are available from [www.worc.ky](http://www.worc.ky)

|  |      |                       |
|--|------|-----------------------|
|  |      |                       |
| Requester Signature<br>(Ensure ID is attached) | Date | Agent/Proxy Signature |

### Official Use Only

|                   |  |  |  |
|-------------------|--|--|--|
| Notified By       |  | Distributed By   |  |
| Notification Date |  | Distribution Date  |  |
| File Number       |  | Customer/Agent/Proxy Signature at time of pickup (verify ID) |  |