



Employment as a professional truck driver

To whom does this leaflet apply?

People who shall be employed in Germany as professional drivers for the transportation of goods or in passenger transportation with motorbuses.

If you are a professional driver for a foreign employer and only enter Germany for short-term transportation of goods (up to 90 days in 12 months), this information sheet is not relevant for you.

1. Please read the following information and the list of documents carefully.
2. Prepare the required documents for the application.
3. Book an [appointment](#).
4. Please sort your documents in the given order.

Please note:

- Due to the high workload and in order to ensure equal treatment of all applicants, the visa section can only accept applications for processing in the requested form.
- Submitting incomplete documents can lead to the rejection of the application.
- Submitted documents that are sent unrequested cannot be assigned to your application.
- All documents, leaflets and application forms provided by the Embassy are free of charge.
- All information concerning the processing of the application can be found on our [website](#)
- Please refrain from inquiries about the status of the application. Status inquiries do not speed up the visa process.

What kind of documents need to be submitted?

1	Visa application form	
<input type="checkbox"/>	Completed either in German or English	You can find the visa application form free of charge on our website. We recommend to use the VIDEX-System in order to fill out the form online: https://videx.diplo.de/videx/visum-erfassung/videx-langfristiger-aufenthalt
<input type="checkbox"/>	Information - Requirement to have a concrete job offer	You find the form on our website .
<input type="checkbox"/>	Additional information on availability and representation	You find the form on our website .
2	Travel document	
<input type="checkbox"/>	passport AND non-certified copy of your passport of all pages with stamps and visas	The passport must provide at least two empty pages and must have been issued within the previous ten years. The passport does not remain at the Embassy during the visa application procedure. It only needs to be presented at the time of application and later on in order for the visa to be affixed.
3	Residence permit	
<input type="checkbox"/>	Valid residence permit for Latvia AND non-certified copy of the front and back page	

4	Habitual residence	
<input type="checkbox"/>	Proof of habitual residence in Latvia	-e.g., through a current electricity or gas bill, tenancy agreement, registration card, excerpt of civil register, work or study certificate -the document must show your current address -alternately you can show a refugee registration or a different official letter issued by an authority that confirms your current address
5	Passport pictures	
<input type="checkbox"/>	Up-to-date biometric passport picture	The photo must meet certain requirements . Please do not glue the photo to the application form.
6a	For persons <u>with</u> EU- or EEA driver's license <u>and</u> initial qualification for professional drivers	
<input type="checkbox"/>	signed employment contract (original document with one non-certified copy) <i>OR</i> concrete job offer (original document with one non-certified copy)	The contract / offer must contain the following information: <ul style="list-style-type: none"> ▪ duration of activity ▪ workplace ▪ salary and ▪ working hours
<input type="checkbox"/>	EU or EEA driver's license with the code number 95 (original document with one non-certified copy) <i>OR</i> Driving certificate in accordance with article 5 paragraph 1 of regulation No. 1072/2009 with a notarized translation (original document with one non-certified copy) <i>OR</i> Driver qualification certificate from an EU or EEA member state (original document with one non-certified copy)	
6b	For persons <u>with</u> EU- or EEA driver's license <u>without</u> initial qualification for professional drivers	
<input type="checkbox"/>	signed employment contract (original document with one non-certified copy) <i>OR</i> concrete job offer (original document with one non-certified copy)	The contract / offer must contain the following information: <ul style="list-style-type: none"> ▪ duration of activity ▪ workplace ▪ salary and ▪ working hours The working conditions must be contractually designed in such a way, that the driver's li-ense can be obtained within 15 months.
<input type="checkbox"/>	concrete job offer for other employment during the qualification measures (original document with one non-certified copy)	For example: work in the warehouse, in the workshop, as a co-driver. The <u>working conditions</u> must be contractually designed in a way that the driver's license and qualification can be achieved within 15 months. In most cases, the driver will therefore only be able to have a part-time job.
<input type="checkbox"/>	Form „Erklärung zum Beschäftigungsverhältnis“ from Federal Employment Agency in addition to number 6.	Please have this form filled in by a responsible person at your future workplace and then submit it.
<input type="checkbox"/>	EU or EEA driver's license with entry of code number 95 (original document with one non-certified copy)	
<input type="checkbox"/>	Description of how the initial qualification is to be achieved. This also applies to participation in language courses.	Confirmation of registration for a course in Germany (acquisition of initial qualification and German language skills)

6c	For persons <u>without</u> EU- or EEA driver's license, but <u>with</u> an initial EU or EEA qualification for professional drivers	
<input type="checkbox"/>	signed employment contract (original document with one non-certified copy)	<p>The contract / offer must contain the following information on the intended activity:</p> <ul style="list-style-type: none"> ▪ duration of activity ▪ workplace ▪ salary and ▪ working hours <p>The employment contract must <u>require</u> the exchange of the driver's license.</p> <p>The <u>working conditions</u> must be contractually designed in such a way, that the driver's license can be obtained within 15 months. In addition, the employment contract must contain a declaration for other employment if the driver's license cannot be exchanged within 6 months.</p>
	<i>OR</i> concrete job offer (original document with one non-certified copy)	
<input type="checkbox"/>	Information of how the German driving license is to be obtained ¹	training contract with a driving school in Germany
<input type="checkbox"/>	EU or EEA driver's license with the code number 95 (original document with one non-certified copy) <i>OR</i> Driving certificate in accordance with article 5 paragraph 1 of regulation No. 1072/2009 with a notarized translation (original document with one non-certified copy) <i>OR</i> Driver qualification certificate from an EU or EEA member state (original document with one non-certified copy)	
<input type="checkbox"/>	Foreign driver's license with translation (original document with one non-certified copy)	A publicly appointed or sworn translator must make the translation. For further information, please consider the leaflet of the Federal Ministry for Digital Affairs and Transport (only in German available).
6d	For persons <u>without</u> EU- or EEA driver's license <u>and</u> initial qualification for professional drivers	
<input type="checkbox"/>	signed employment contract (original document with one non-certified copy)	<p>The contract / offer must contain the following information:</p> <ul style="list-style-type: none"> ▪ duration of activity ▪ workplace ▪ salary and ▪ working hours <p>People who have not yet completed the (accelerated) initial qualification must do so in Germany within the first 15 months of their stay. The employment contract must therefore <u>require</u> participation in measures to obtain an EU or EEA driving license and the (accelerated) initial qualification.</p> <p>The <u>working conditions</u> must be contractually designed in a way that the driver's license and qualification can be achieved within 15 months. In most cases, the driver will therefore only be able to have a part-time job.</p>
	<i>OR</i> concrete job offer (original document with one non-certified copy)	

¹ Third-country nationals, who hold a driving licence from a third country, listed in [Annex 11 of the Driving Licence Ordinance \(FeV\)](#), do not have to present a training contract with a driving school.

<input type="checkbox"/>	concrete job offer for other employment during the qualification measures (original document with one non-certified copy)	For example: work in the warehouse, in the workshop, as a co-driver. The <u>working conditions</u> must be contractually designed in a way that the driver's license and qualification can be achieved within 15 months. In most cases, the driver will therefore only be able to have a part-time job.
<input type="checkbox"/>	Form „Erklärung zum Beschäftigungsverhältnis“ from Federal Employment Agency in addition to number 6.	Please have this form filled in by a responsible person at your future workplace and then submit it.
<input type="checkbox"/>	Proof of upcoming qualification (original document with one non-certified copy). This also applies to participation in language courses.	In form of a: <ul style="list-style-type: none"> ▪ Confirmation of registration for a course in Germany (acquisition of initial qualification and German language skills) ▪ training contract with a driving school in Germany¹
<input type="checkbox"/>	Proof of driver's license as a professional driver in your home country (original document with one non-certified copy)	A publicly appointed or sworn translator must make the translation. For further information, please consider the leaflet of the Federal Ministry for Digital Affairs and Transport (only in German available).
7	Statement to the Employment relationship	
<input type="checkbox"/>	Form „Erklärung zum Beschäftigungsverhältnis“ from Federal Employment Agency	Please have these forms filled in by a responsible person at your future workplace and then submit these.
<input type="checkbox"/>	Additional form C from Federal Employment Agency	
8	Professional Career	
<input type="checkbox"/>	Complete curriculum vitae in tabular form in German or English	In your CV, please summarize all previous activities, trainings and qualifications up to the current application date in one table.
9	Proof of housing	
<input type="checkbox"/>	Proof of housing in Germany with full address (e.g. rental contract, hotel booking, invitation letter)	
10	For Applicants 45 years and older	
<input type="checkbox"/>	Minimum gross salary of 53.130 Euro per year or proof of adequate retirement provision (original document with one non-certified copy) AND notarized translation (English-language proofs do not need to be translated)	Claims in a statutory pension insurance of your home country or other countries, private pension or life insurance or real estate or other assets can be taken into consideration as proof of an additional retirement provision.
11	Fee	
<input type="checkbox"/>	75,00 € to be paid by credit card (MasterCard / Visa) or in cash	
Please note that the Embassy might request the presentation of further documents in individual cases.		
12	If the Visa has been granted:	
<input type="checkbox"/>	Health insurance, which is valid for at least 3 months after entering Germany. For more information visit our website .	

Processing time: Around three to five weeks, in individual cases shorter or longer.

If the Embassy has questions in the course of the visa procedure or additional documents have to be submitted, we will contact you directly.