PRETECT Value Through Performance	PREVENT AND PROTECT W.L.L.	Doc. No.:	HRD-F006
	HUMAN RESOURCE DEPARTMENT	Revision:	2
	CERTIFICATE APPLICATION FORM	Date:	13-08-2023

NAME		EMP. NO.	
DEPARTMENT		DESIGNATION	
JOINING DATE			

REQUIRED CERTIFICATE DETAILS

NOC Purpose		**Employment / Salary Certificate Purpose**	
☐	Transfer of Sponsorship	☐	Bank Account Opening
☐	QDC License	☐	Loan Application
☐	Family Resident Permit (RP)/Visit Visa	☐	Credit Card Application
☐	Marriage Application	☐	Visa Application
☐	Others, specify _____	☐	Others, specify _____
For Family RP/Visit Visa		*Addressee*	
Name & Passport Number:		Bank, specify	
1.		Embassy, specify _____	
2.		Organization, specify _____	
3.		To Whom It May Concern	

UNDERTAKINGS

When applying for Visit Visa/Resident Permit:

I, the undersigned, undertake to bear all costs relating to the visa application and take full responsibility of the process of my family and shall provide a copy of the return flights of any visiting guests under my sponsorship. Furthermore, I affirm that the company is not liable for any circumstances arising from my travel outside the State of Qatar.

When applying for credit card/ bank loan:

*I, the undersigned, fully understood that **PRETECT W.L.L** is not liable, should the bank execute a travel ban for me with the Qatar Immigration Department, and/or enforce any other contractual or legal right, remedy or sanction against me as a result of my failure to pay or settle any loan, duties or charges I owe to the bank under or in-connection with the above-mentioned credit card/loan application or other credit facilities at any time during or at the end of my employment with **PRETECT W.L.L***

Employee Signature over Printed Name	Date

REVIEWED BY

Line Manager			
	Name	*Signature*	*Date*
HR DEPARMENT			
	Name	*Signature*	*Date*

APPROVED BY

GENERAL MANAGER	DAVID WALLACE
SIGNATURE	
DATE:	

UNCONTROLLED IF PRINTED

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