WELCOME TO THE SOFA A-3 VISA OFFICE!

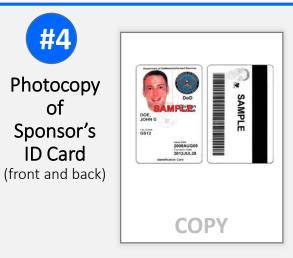


Documents Required for **SOFA Verification Stamp**

Items required for <u>EACH</u> passport to be processed.

REQUIRED FOR INITIAL OR EXPIRED STAMP **ROK Ministry of Justice Application** APPLICATION FORM (REPORT FORM) ☐ 업무선택 SELECT APPLICATION ENGAGE IN ACTIVITIES NOT COVERED BY THE STATUS OF ALIEN REGISTRATION РНОТО 여권용사진(35 mm×45 mm) CHANGE OR ADDITION OF WORKPLACE [] 체류기간 연장하기 재인구하가 (다수 봉수) 등록증 재발급 시에만 사진 부착 Photo only for CHANGE OF STATUS OF SOJOURN ALTERATION OF RESIDENCE Alien Registratio 등록사항 변경신고 생년월일 또는 외국인등록번호 Date of Birth or Alien Registration No. (If any) 휴대 전화 Cell phone No. 전화 번호 Telephone No. Address In Home Countr 그모자 재입국 신청 기간 Applicant 체류자격 체류기간 기본 사항 최초입국일 체류자격 허가(신고) 사항 하가(신고) 의지 *Only complete highlighted portions







Photocopy of Passport



COPY

Photocopy of Dependent's **ID Card** (front and back)





One of the following Application Certification Memorandums (not older than 30 days)

Service Member Dependent(s)



MEMORANDUM FOR Republic of Korea Immigration Service

SUBJECT: Military Assignment Certification

This is certify that Mark R. Doe, SGT, US Army, 123-45-6789 is presently assigned to Headquarters, United States Forces Korea, Assistant Chief of Staff J1. SGT Doe has been assigned to the United States Armed Forces in Korea since 15 AUG 2019. His date of expected departure from this command is 14 AUG 2021.

DEPENDEMTS IN KOREA

Doe, Sam P.

Doe, Julie R.

FKJ1

RELATIONSHIP Spouse

Son Daughter

1 MAY 2016 er 18 FEB 2018

DOB (Children)

18 August 2019

Som Smith

Chief Personnel Service Division, ACoS J1

SAMPLE

Military Assignment Certification

(Military Dependents)

Civilian Employees



Civilian Employment
Certification (DoD Civilian
Employees and Dependents)

Invited Contractors

				_								
INVITED CONTRAC			CAL REI (USFK F	REG	700-19)			DAT	A REPORT		
PART I - (TO BE COMPLETED BY THE CONTRACTOR EMPLOYEE)												
TYPE OF REPORT					CONTRACT NUMBER				CONTRACT EXPIRATION DATE			
ARRIVAL CHANGE IN DATA					1							
CONTRACTOR COMPANY NAME					DESCRIPTION OF SERVICE							
EMPLOYEE'S NAME (LAST, FIRS		П	SSN			CITIZENSHIP	•	PASSPORT NUMBER				
NOTICE: By signing this form the contractor employee acknowledges and agrees to abide by all applicable regulations and policies issued by USFK.												
EMPLOYEE'S SIGNATURE		CY-ESSENTI		INVITED CONTRACT					FULL-TIME			
					TECHNICAL REPRES			ESENTATIVE		PART-TIME		
DATE AND PLACE OF HIRE					LOGISTICS SUPPOR					NO SUPPORT		
ORDINARY RESIDENCE (CITY, S	STATE, COUNT	TRY)						NUMBER	ROFDE	PENDENTS IN KOREA		
DUTY ADDRESS IN KOREA									DUTY PHONE NUMBER			
HOME ADDRESS IN KOREA									HOME PHONE NUMBER			
DATE OF ENTRY PORT OF ENT					RY			ESTIMATED KOREA	IMATED DATE OF DEPARTURE FROM REA			
DEPENDENT'S NAME (LAST, FIRST, MI) DOB (100) CITIZENSHIF					PASSPORT NO. RELAT			ATIONSHIP	TONSHIP PORT AND DATE OF ENTRY			
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	PART II - CE	RTIFICATION (TO BE COMPL	ETE	D BY TH	E RESPONSIB	LE OFF	ICER)				
The undersigned	hereby certifies	that the above	e information			correct to the	best of	my knowledge	e and be	lef.		
NAME AND GRADE				UN	IT							
HONE NUMBER DEROS				SIG	SNATU	RE				DATE		
	PART III - (TO	BE COMPLE	TED BY ACOF	, AC	QUISIT	ON MANAGEN	IENT)			•		
Pi	ART IV - REPOR	OF DEPART	JRE (TO BE CO	MPL	ETED E	Y THE USFK R	ESPON	BIBLE OFFICER	R)			
							ED-IN TO RATION CONTROL PLATE TURNED-IN TO					
SIGNATURE OF CONTRACTOR				SIG	SNATU	RE OF USFK	RESP	ONSIBLE OFF	ICER	DATE		
USFK FORM 700-19A-R-E	4 FFR 200	7	Mantenan III			R.E which is						

Copy of USFK Form 700-19A-E (Invited Contractors and Dependents)

For Newborn Dependents (in Korea)

Photocopy of Consular Report of Birth Abroad







For Further reference see: USFK Reg 1-54, 28 May 2013