



VISAS & WORK PERMITS

A Guide for Foreign Investors and Employees



Entering Mongolia

Foreign citizens have three main pathways to enter Mongolia:

1

Visa-Free

For tourists from specific, visa-exempt countries.

2

Evisa/ Embassy-granted Tourist Visa

For short-term visits (tourism, transit, events). Apply online at evisa.mn by yourself or obtain a tourist visa from a Mongolian embassy.

3

Visa or Visa Permission (for Business, Work, Study)

For business, employment, study, or long-term stay.

Before applying for a visa, you must first obtain a Visa Permission (Visa Permit) from the Mongolian immigration authority or the inviting organization.

Visa Permission – Authorization to receive a visa from an embassy or at the port of entry.
 Visa – Authorization to enter Mongolia at the border



evisa.mn



avah.hudulmur-halamj.gov.mn



legalinfo.mn

Visas for Investors

Aspect	K1 Visa (Short-term Business)	B1 Visa (Investor)	B2 Visa (Investor's Representative / Executive)	B3 Visa (Foreign Company Representative Office)
Purpose	Short-term business trips, meetings, negotiations, events	For foreign nationals who have made investment in Mongolia	For investor's representative, CEO / executive of FDI company	For representatives of foreign legal entities operating in Mongolia
Typical Applicants	Business visitors, traders, consultants, delegates intending to invest	Individual investors	Executives, managing directors, senior representatives	Representative office managers and staff
Inviting Organization	Mongolian business entity or organization	Registered investment company	Registered investment company	Registered representative office in Mongolia
Required Statement/ Certification	None	Investment Authority of Mongolia	Investment Authority of Mongolia	Investment Authority of Mongolia
Main Supporting Documents	Business invitation letter, tax certificate, ID copies	Investment authority certification, tax documents	Investment authority certification, tax documents	Project request letter, investment authority certification
Residence Permit Purpose	– (short stay only)	Residence permit for investors	Residence permit for investment management	For employees or contractors working on approved projects

Required Documents for B type visas (Inviting Party):

- Official letter from the inviting organization (must include business activity, purpose and duration of stay, and visa issuance location)
- Legal entity's state registration certificate
- Copy of special permit (if applicable)
- Passport valid for at least 180 days
- Statement from the Government Agency in charge of investment
- Tax payment certificate for the last three years
- Authorization letter, employee ID, and national ID copy
- Visa application form (online submission preferred)
- Visa processing fee

Important Notes

Approval or rejection decision of visa application can be downloaded by the applying company using its digital signature through the Immigration Authority's official electronic service portal


Validity: Visa Permission is valid for **60 days from issuance**, during which the applicant must apply for and obtain the visa. **Entry Visa** is valid for **150 days from issuance**, during which the holder must enter Mongolia


K1, B1, B2 or B3 type temporary visitors may apply for an investor's residence permit within 21 days after arrival in Mongolia

Total stay in Mongolia of temporary visitors must not exceed 180 days per year

If false or fraudulent documents are submitted, the applicant will be subject to a 180-day reapplication ban. For other types of rejection, a new application may be submitted after 30 days

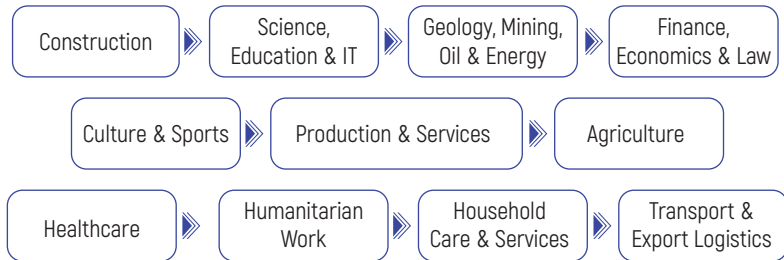
Processing Time and Fees for Visa Permission / Visa Applications

 | Standard processing: 5 business days (MNT 2,500)

 | Priority processing: 3 business days (MNT 5,000)

Work Visa (Type C)

Work visas in Mongolia are categorized according to eleven key economic sectors:







Processing Time of Visa Permission / Visa Application

Employment of Foreign Workers

Within 10 working days after a foreign employee enters Mongolia with the appropriate work-related entry visa, the employer must submit a written request and a completed Work Permit (Employment Permission) Application, together with the required documents, to the competent labor authority

The application for work permit must include the following supporting documents:

-  Proof of payment for the service fee
-  Copy of the employer's state registration certificate
-  Copy of the special license and annexes (if applicable)
-  Copy of the Government Resolution granting quota exemption (if applicable)
 - Copy of the foreign employee's passport (including the Mongolian entry stamp)
 - Medical certificate issued under the joint order of the Minister of Health and the Minister of Labor, confirming completion of the required medical examination and tests

Note: Foreign nationals are required to be registered each time their address changes during their stay in Mongolia.

Residence Permit

Foreign nationals who enter Mongolia for employment or long-term stay and who have obtained the required work permit or the certification from the investment authority must obtain a Residence Permit.

Application Deadline: The application must be submitted within 21 days of arrival in Mongolia.

Standard Validity: The residence permit is generally issued in accordance with the validity of the individual's work permit (in case of a foreign employee) or authorized stay period.

Period of residence permit for Investor Category: Foreign investors are typically granted an initial Residence Permit for up to one year, which may be extended for up to three additional years.

General Requirements:

Request letter from the inviting organization (stating the purpose and duration of stay)

Copy of the passport and current visa page

Passport-sized color photograph (3,5 × 4,5 cm, taken within the last 6 months)

Residence address certification issued by the district/khoroо governor

Certification from the investment authority

Tax and social insurance compliance documents (for the past 3 years)

Authorization letter, work ID, and copy of national ID





Proof of fee payment

Processing Time & Fees for residence permit

 Standard processing: 10 business days (MNT 135,000 + USD 7)

 Priority processing: 8 business days (MNT 270,000 + USD 7)

Notices

-  Residence permit applications must be submitted within 21 days of arrival in Mongolia.
-  Medical examination may be required, depending on the job category and sector.
-  If an application is denied, reapplication is permitted after 90 days.
-  Once approved, the applicant must present the original passport to collect the residence permit.

Hiring Foreign Workers in Mongolia

Mongolia offers a clear and regulated framework for employing foreign workers, overseen by the General Authority for Labor and Social Welfare (GALSW). Employers may hire foreign specialists through a structured process covering work permit invitations, permit issuance, extensions, cancellations, and statutory fees.

1 Preliminary Work Permit (Invitation)

- Submit Form-1, service fee (30,000 MNT), company registration/licence, social insurance proof (ND-7, ND-8), employment contract (translated), passport, and diploma.
- Employers must first attempt to hire local workers for 14 working days via ejob.gov.mn.

2 Work Permit

- Submit Form-2 within 10 working days after the worker's arrival.
- Include service fee (30,000 MNT), workplace fee (1,584,000 MNT/month), company registration/licence, passport (entry stamp), and medical certificate.

3 Work Permit Extension

- Submit Form-3 for continued employment.
- Include updated service and workplace fees, residence permit, social insurance proof, extended contract (translated), passport, and medical results (if required).

4 Work Permit Cancellation

- Submit Form-4 upon termination of employment.
- Include service fee receipt, company registration, and residence permit copy.

5 Certificate of Employment in Mongolia

- Issued upon official request for legal or administrative purposes.
- Submit request letter, company registration, service fee receipt, and passport copy.

6 Workplace Fee Refund (if applicable)

- Apply within 90 calendar days.
- Submit explanation letter, proof of payment, passport and residence permit copies, and company bank details.

Note: All documents must be scanned from originals and uploaded to ezuvshuurul.mn. Non-compliant submissions will be rejected.

Country snapshot



Location

Strategically located in North-East Asia bordered by Russia and China.



Climate

Continental climate with four seasons, the temperature varies throughout the year and region.



Land area

1,564,116 km²



Population (growth)

3,544,835
(+1.1% from 2023)



Capital city

Ulaanbaatar



Time zone

GMT +7 to GMT +8



Currency (code)

Togrog (MNT)



Language

Mongolian



GDP per capita (growth)

USD 6,898
(+14.8% from 2023)



Politics


Parliamentary democracy. Parliament members are elected for a four-year term.




Safety & Security

The state of peace is defined as “high” and ranked 45th out of 163 countries in the Global Peace Index 2024.

Source: National Statistics Office

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For more information



Investor Guidebook

