



**R**ESIDING

&

**W**ORKING

in Vietnam

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# Entry into Vietnam of foreigners

## 1.1 Definition

Entry means a foreigner's entering into Vietnam through a Vietnam's border checkpoint. Currently, foreigners can enter into Vietnam through the following types of border checkpoints:

1. Land border checkpoints: Mong Cai, Huu Nghi, Lao Bao, Moc Bai, Ha Tien, etc.;
2. Aviation border checkpoints: Tan Son Nhat International Airport, Noi Bai International Airport;
3. Seaborne border checkpoints: Cai Lan, Hai Phong, Da Nang, Sai Gon, etc.;
4. Railway border checkpoints: Dong Dang- Lang Son, Lao Cai- Ha Khau.

## 1.2 Conditions for entry

A foreigner entry into Vietnam must meet all of the following requirements:

- (i) Has a passport/laissez-passer and a visa
- (ii) Be not in the cases that foreigner is not permitted to entry.

If foreigner enters Vietnam and is unilaterally granted visa-free entry, a passport is still valid for at least 06 months, and the entry date must be at least 30 days from the previous exit. In addition, if the foreigner uses passport substitutes, they must be introduced in advance and accepted by the Vietnamese competent authorities through diplomatic channels.

### **1.3. The cases that foreigner is not permitted to entry**

The foreigner will be not permitted to entry into Vietnam if one of the following cases occurs:

1. Any of the conditions as prescribes in Section 1.2 above is satisfied;
2. Children under 14 without parents, guardians or authorized custodians;
3. Forging documents or providing false information to be granted entry/exit/residence permit;
4. Any person who suffers from a mental disease or infectious disease that threatens the public health;
5. Any person that was expelled from Vietnam within the last 03 years from the valid date of the expulsion decision;
6. Any person that was compelled to leave Vietnam for less than 06 months from the date that the decision about forced departure takes effect;
7. For reasons of epidemic prevention;
8. For reasons of natural disasters;
9. For reasons of national defense, national security, social order, and social safety.





## **1.4 Visa**

### **1.4.1 Definition**

Visa means a document issued by a Vietnamese competent authority allowing a foreigner to enter Vietnam. Each person shall be issued with a separate visa, except for children under 14 who share a passport with their parent or guardians.

### **1.4.2 Types of visa**

- Attached visa: means a visa directly attached to passport;
- Separate visa: means a visa separately issued with passport or the document that has the same validity as a visa.

The visa is issued separately in the following cases:

- The passport has no more blank pages to issue visa.
- The passport is issued by a government that has not had a diplomatic relation with Vietnam.
- Laissez-passer
- For reasons of diplomacy, or national defense and national security.

### **1.4.3 Use of visa**

- A visa may be used one times to entry, exit (hereinafter referred to one-time visa)
- A visa may be used multiple times to entry, exit (hereinafter referred to multiple visa)

Please note that purpose of visa must not be changed.










#### 1.4.4 Visa symbols

- NG1 - Issued to members of delegations invited by the Secretary General of Vietnam's Communist Party, the President of Vietnam, the President of the National Assembly, the Prime Minister.
- NG2 - Issued to members of delegations invited by standing members of the Secretariat of the Vietnam's Communist Party, Deputy President of Vietnam, Deputy President of the National Assembly, Deputy Prime Minister, President of Vietnamese Fatherland Front, Executive Judge of The Supreme Court, Chief Procurator of the Supreme Procuracy, State Auditor General; members of delegations at the same levels of Ministers, Secretary Generals of Provincial Communist Authorities, President of the People's Committees of provinces.
- NG3 - Issued to members of diplomatic missions, consular offices, representative offices of international organizations affiliated to the UN, representative offices of intergovernmental organizations and their spouses, children under 18, and housemaids during their term of office.
- NG4- Issued to people who come to work with diplomatic missions, consular offices, representative offices of international organizations affiliated to the UN, representative offices of intergovernmental organizations, visitors of members of diplomatic missions, consular offices, representative offices of international organizations affiliated to the UN, and representative offices of intergovernmental organizations.
- LV1 - Issued to people who work with units affiliated to Vietnam's Communist Party; the National Assembly, the government, Central Committee of Vietnamese Fatherland Front, the People's Supreme Court, the People's Supreme Procuracy, State Audit Agency, Ministries, ministerial agencies, Governmental agencies, the People's Councils, the People's Committees of provinces.

- LV2 - Issued to people who work with socio-political organizations, social organizations, Vietnam Chamber of Commerce and Industry in Vietnam.
- ĐT - Issued to foreign investors in Vietnam and foreign lawyers working in Vietnam.
- DN - Issued to people who work with companies in Vietnam.
- NN1 - Issued to managers of representative offices or projects of international organizations and foreign non-governmental organizations in Vietnam.
- NN2 - Issued to heads of representative offices, branches of foreign traders, representative offices of other foreign economic, cultural, professional organizations in Vietnam.
- NN3 - Issued to people who work with foreign non-governmental organizations, representative offices, branches of foreign traders, representative offices of other foreign economic, cultural, professional organizations in Vietnam
- DH - Issued to people who come for study or internship.
- HN - Issued to people who attend conventions or conferences.
- PV1 - Issued to journalists who have permanent residences in Vietnam.
- PV2 - Issued to journalists who work for a short period of time in Vietnam.
- LĐ - Issued to people who work in Vietnam.
- DL - Issued to tourists
- TT - Issued to foreigners that are parents, spouse, children under 18 of the foreigners issued with LV1, LV2, ĐT, NN1, NN2, UNIVERSITY, PV1, LĐ visas, or foreigners that are parents, spouse, children of Vietnamese citizens.
- VR - Issued to people who visit their relatives or for have other purposes in Vietnam.

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- SQ - The head of the overseas visa-issuing authority of Vietnam shall issue a visa that is valid for not more than 30 days to the foreigners who want to entry into Vietnam for the purposes of market survey, tourism, visiting relatives, or medical treatment of the following cases:
    - Person who has working relationship with an overseas visa-issuing authority of Vietnam, his/her spouse and children or person who has a written request of a competent agency of the Ministry of Foreign Affairs of the host country.
    - Person who has a diplomatic note of guarantee by a foreign diplomatic mission or consular office at the host country.

#### **1.4.5 Visa duration**

- (i) The duration of a SQ visa is no longer than 30 days.
- (ii) The duration of a HN or DL visa is no longer than 03 months.
- (iii) The duration of a VR visa is no longer than 06 months.
- (iv) The duration of a NG1, NG2, NG3, NG4, LV1, LV2, DN, NN1, NN2, NN3, DH, PV1, PV2 or TT visa is no longer than 12 months.
- (v) The duration of a LĐ visa is no longer than 02 years.
- (vi) The duration of a ĐT visa is no longer than 05 years.

When the visa expires, its reissuance shall be considered. Besides, a visa duration is at least 30 days shorter than a passport term or international laissez-passer. However, many airlines do require a passport that is valid for at least 6 months to board a plane.







#### **1.4.6 Conditions for visa issuance**

- (i) Has a passport or laissez-passer.
- (ii) Be invited or guaranteed by an agency, organization or individual in Vietnam, except for the cases as mentioned in Clause 3 Article 17 of Entry, Exit, Transit, and Residence of Foreigners in Vietnam Law.
- (iii) Not falling in the cases as prescribed in Section 1.3.
- (iv) Documents proving the purpose of entry are provided in one of the following cases:
  - The foreigner investing in Vietnam must have papers proving their investment in accordance with the Law on Investment.
  - The foreigner who works as a lawyer in Vietnam must have a permit for law practice in accordance with the Law on Lawyers.
  - The foreigner who works in Vietnam must have a work permit in accordance with Labor Code.
  - The foreigner who studies in Vietnam must have a written admission from a Vietnamese school or educational institution.

#### **1.4.7 Cases of visa-free entry**

- (i) The cases prescribed in international treaties that Vietnam is a member.
- (ii) Permanent residence cards and temporary residence cards are used in accordance this Law.
- (iii) Entering border economic zones, special administrative - economic units.
- (iv) Under regulations on unilateral visa-free entry.
- (v) Vietnamese people residing overseas who have passports or laissez-passers issued by foreign competent authorities, and the foreigners are their spouses, children; the foreigners are spouses, children of Vietnamese citizens are exempted from visa in accordance with regulations of the Government.

#### **1.4.8 Issuing visa at international border checkpoints**

A foreigner shall be issued with a visa at an international border checkpoint in the following cases:

- (i) The foreigner departs from a country that does not have any visa-issuing authority of Vietnam;
- (ii) The foreigner has to stop by many countries before arriving at Vietnam;
- (iii) The foreigner takes a tour in Vietnam organized by an international tourism company in Vietnam;
- (iv) Foreign crewmembers of a ship anchoring at a Vietnam's port and wish to leave Vietnam through another border checkpoint;
- (v) The foreigner attends a funeral of his/her relative, or visits relatives who are seriously ill in Vietnam;
- (vi) The foreigner comes to Vietnam to participate in dealing with an emergency, rescue, prevention of natural disasters, epidemics, or for another purpose at the request of a competent authority of Vietnam.

Before entering the country, foreigners in the cases mentioned above need to follow the procedures for visa approval at the border checkpoint of the Immigration Department, Consular Department or Department of Foreign Affairs.

Foreigners who are granted visa at international border gates shall submit passports or laissez-passer, fill in visa application form with photo at the immigration management authorities. Person over 14 years old sharing passport with another person shall fill out a separate Visa application.

The issuance of visa at border gates is conducted by the immigration management authorities after checking and comparing with the visa approval notice.



### 1.4.9 Visa application process

Currently, the visa application for foreigner into Vietnam is done through the following steps:

- (i) Step 1: Foreign agencies, foreign organizations, foreign individuals submit visa application for foreigners at the Vietnamese visa-issuing authority in the host country or concurrently host country.
- (ii) Step 2: The foreigners who apply for visa NG1, NG2, NG3, NG4, after receiving valid dossiers, Vietnamese visa-issuing agencies in foreign countries transfer information and visa application to the competent authorities of Ministry of Foreign Affairs in Vietnam, including the Department of Consular or Ho Chi Minh City Department of Foreign Affairs

In case the foreigner has been granted a visa by a foreign competent authority of the Ministry of Foreign Affairs, the Vietnamese visa-issuing authority abroad is not required to perform this step.

- (iii) Step 3: After receiving approval notice of visa from competent authority in Vietnam, the Vietnamese visa-issuing authority abroad perform the issuance of visa.

#### **1.4.10 Dossier of visa application for foreigners into Vietnam**

##### **1. Dossier for visa application NG1, NG2, NG3, NG4:**

- (i) Visa application form with photo and 01 attached photo. In case children under 14 years old are granted visa with the same passport of his parent or guardian, separate declarations are not required.
- (ii) Passport or laissez-passer with the validity more than 30 days from the date of approving visa.
- (iii) Official letter or diplomatic note/diplomatic request of visa application from Ministry of Foreign Affairs (or another agency in accordance with the regulations of the sending country) or foreign diplomatic authority in the country where Vietnamese visa-issuing authority (of the country where the foreigner is citizen with desire of abovementioned visa), clearly stating: name, date of birth, nationality, gender, passport number and passport symbol, date of issuance – date of expiring, occupation, title, entry purpose, visa duration and destination of the foreigner.
- (iv) 01 copy of identity card of the member of the relevant authority which is issued by a competent authority of the Ministry of Foreign Affairs in case the foreigner entry into Vietnam to visit a member of the mission outside in Vietnam.
- (v) 01 duplicate copy of valid labor agreement in case the foreigner is a contract employee working at Vietnamese diplomatic agencies in abroad.
- (vi) A diplomatic note issued by the Ministry of Foreign Affairs of the sending country notifying the increase of employment in case of the foreigner is in the increase of employment of foreign representative authority in Vietnam.

Please note that, in case the foreigner has already had the document/visa approval document from the domestic competent authority of Ministry of Foreign Affairs, there is no required to submit the documents specified from section (iii) to section (vi).



## 2. Visa application for the remaining cases

- (i) Visa application form with photo and 01 attached 01. In case children under 14 years old are granted the same passport with their parents or guardians, separate declarations are not required.
- (ii) Passport or laissez-passer of foreigner with validity more than 30 days since the date of visa approving.

## 3. Execution time

- 4. Cases specified in Section 1.4.10.1: within 01 working day since the date the Vietnamese visa-issuing authority in foreign countries receiving the visa approval notice from the competent authority of the Ministry of Foreign Affairs.

Note that the processing time is based on the principle of reciprocity. Therefore, the actual time depends very much on the host country.

- 5. Cases specified in Section 1.4.10.2: within 03 working day since the date the Vietnamese visa-issuing authority in foreign countries receiving the visa approval notice from the competent authority of the Ministry of Public Security.

#### 1.4.11 Visa issuance fee

NO.	TYPE OF VISA	FEE
1	1-time entry value	USD 25/Visa
2	Multiple times entries value	
3	03 months validity	USD 50/Visa
4	03 months to 06 months validity	USD 95/Visa
5	06 months to 01-year validity	USD 135/Visa
6	01 year to 02 years validity	USD 145/Visa
7	02 years to 05 years validity	USD 155/Visa
8	Issuance for children under 14 years old (no validity classification)	USD 25/Visa
9	Moving valid visa from old passport to new passport	USD 5/Visa

After submitting the fees and the documents obtaining for the visa of the foreigner are approved, the foreigner will receive the result as follow **“The visa to entry in Vietnam”**.





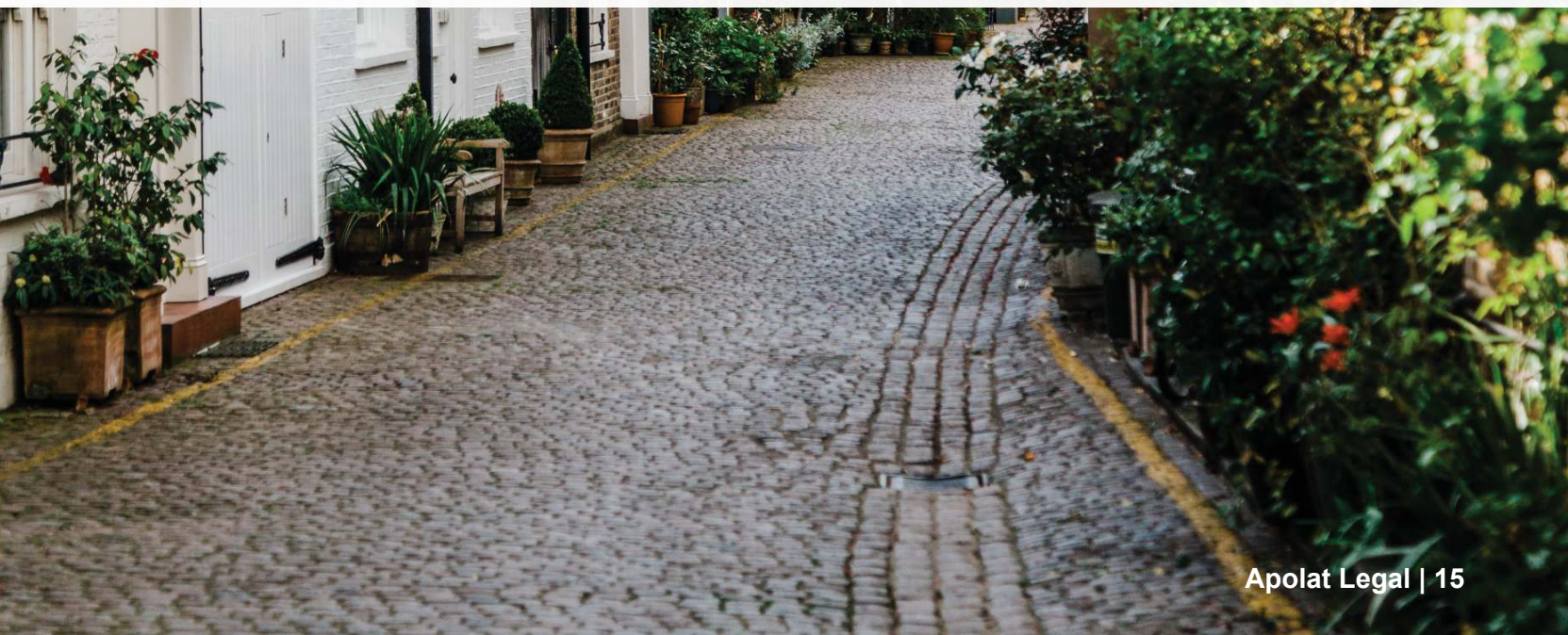
## 1.4.12 Issuance of e-visa

### 1. Processes and procedures for issuance of e-visa upon the request of foreigners

Foreigners applying for e-visa shall follow the steps below:

- (i) Accessing to the e-visa website: <https://www.immigration.gov.vn> or <https://www.xuatnhapcanh.gov.vn> to fill in the e-visa application form, upload the photo and personal page on the passport.
- (ii) Receiving e-code and submit the fee for issuance of e-visa to the account as stipulated on the e-visa website.
- (iii) Using e-code to check the result of the Immigration Administration Department at the e-visa website.

Within 03 working days since the date of receiving fulfilment of information to obtain for issuance of e-visa and the fees, the Immigration Department shall review, handle and answer applicants of e-visas at the e-visa information page.





2. List of nations which have their citizens issued pilot e-visa (taking the effect to ebruary 01st, 2021)

STT	ICAO	NATION
1.	AUT	Austria
2.	ISL	Iceland
3.	BEL	Belgium
4.	PRT	Portugal
5.	BIH	Bosnia and Herzegovina
6.	BRA	Brazil
7.	QAT	Qatar
8.	AND	Andorra
9.	LIE	Liechtenstein
10.	MCO	Monaco
11.	HRV	Croatia
12.	EST	Estonia
13.	FJI	Fiji
14.	GEO	Georgia
15.	LVA	Latvia
16.	LTU	Lithuania
17.	MLT	Malta
18.	MKD	Macedonia
19.	FSM	Micronesia
20.	MEX	Mexico
21.	MDA	Moldova
22.	MNE	Montenegro
23.	NRU	Nauru
24.	PLW	Palau

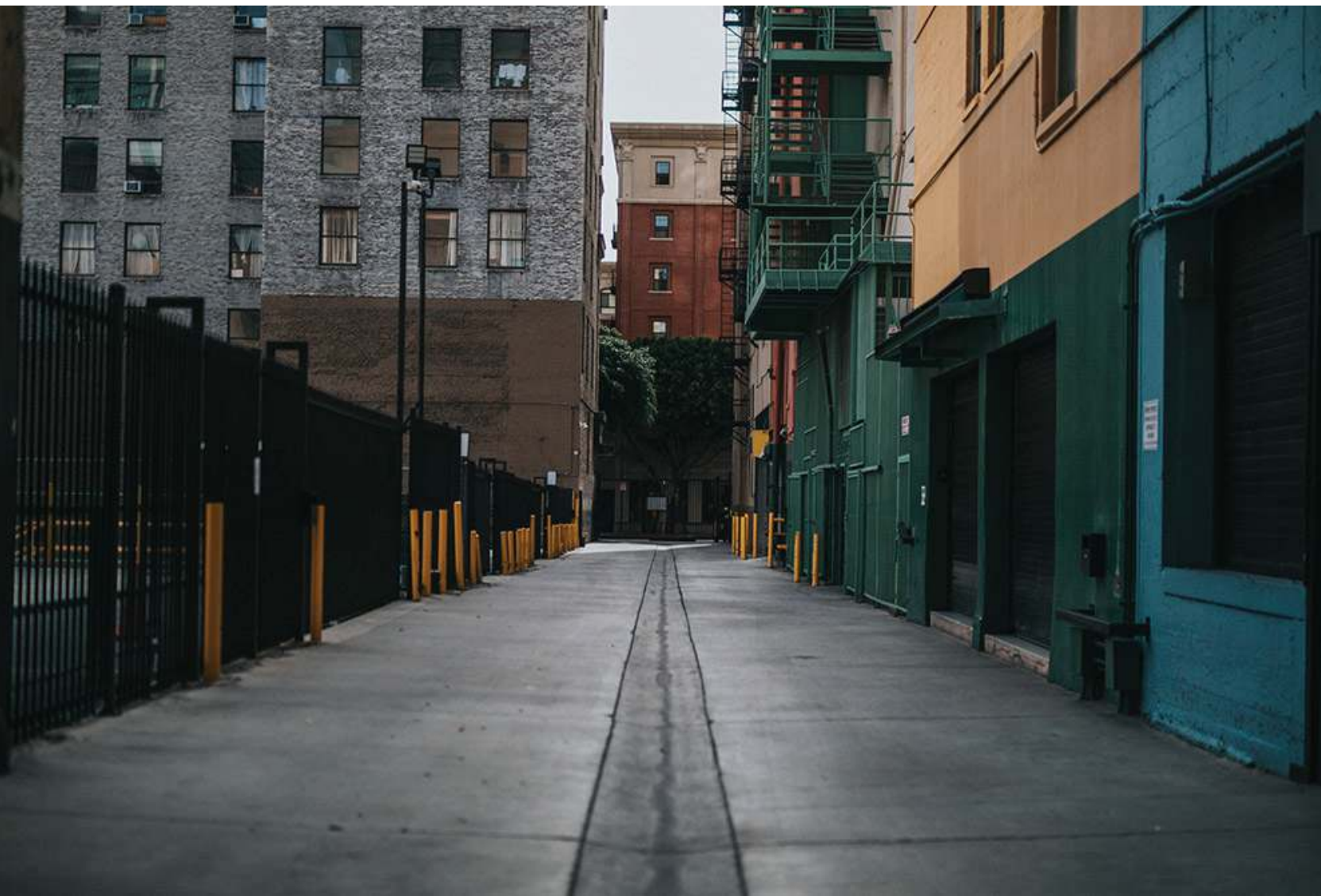




3. List of borders allowing the foreigners entry to entry, exit by e-visa (taking the effect to February 01st, 2021

No.	LIST OF BORDERS	BORDER'S NAME
1	List of aviation border checkpoints	Noi Bai international airport
		Tan Son Nhat international airport
		Cam Ranh international airport
		Da Nang international airport
		Cat Bi international airport
		Can Tho international airport
		Phu Quoc international airport
		Phu Bai international airport
2	List of land border checkpoints	Mong Cai/Quang Ninh international border
		Huu Nghi/Lang Son international border
		Lao Cai/Lao Cai international border
		Nam Can/Nghe An international border
		Cau Treo/Ha Tinh international border
		Quang Binh/ Cha Lo international border
		Lao Bao/Quang Tri international border
		Bo Y/Kon Tum international border
		Moc Bai/Tay Ninh international border
		Xa Mat/Tay Ninh international border
		Tinh Bien/An Giang international border
		Song Tien/An Giang international border
		Ha Tien/Kien Giang international border
		Tay Trang/Dien Bien international border
Na Meo/Thanh Hoa international border		
La Lay/Quang Tri international border		

# Temporary residence



## 2.1 Certificate of temporary residence

Immigration management authorities shall issue certificate of temporary residence for foreigners' entry into Vietnam by stamping on passport or visa with the following time limits:

- (i) The validity of temporary residence shall be equal to validity of visa; in case the validity of visa is no more than 15 days, the validity temporary residence shall be 15 days; in case the visa has symbol DT, LD, the temporary residence is no more than 12 months and will be considered for temporary residence card issuance;
- (ii) If a person is exempted from a visa under an international treaty which Vietnam is a member, the validity of temporary residence shall be granted in accordance with the provisions of international treaty; in case the international treaty does not specify the validity, the validity of temporary residence shall be 30 days;
- (iii) A person who is exempted from a visa to enter the border gate of economic zone, the validity of temporary residence shall be 15 days; enter into a special administrative-economic zone, the validity of temporary residence shall be 30 days;
- (iv) The citizen of the country which Vietnam unilaterally exempted visa shall be granted 15 days of validity of temporary residence;
- (v) Foreigners with a residence card or valid temporary residence card shall not be issued temporary residence.

The foreigners shall temporarily live in Vietnam in the validity of the issued temporary residence. Besides, the validity of temporary residence shall be terminated or shortened by the authorities of Vietnam in case the foreigners violate Vietnam laws.

## 2.2 Accommodation facilities

Accommodation facilities means a temporary place of residence for foreigners in the territory of Vietnam, including tourist accommodations, guest houses, residential quarters for foreigners to work, labor, study, practice, medical examination and treatment facilities, private houses or other accommodation according to the provisions of the law.



## 2.3 Declaring temporary residence

### 2.3.1. Declaring, receiving temporary residence information of foreigners via website

#### 1. Accessing the website to receive a declaration account

- (i) The declarant access to the Website of Immigration Management Division of Provinces Police, Municipalities Police where the accommodation is located (hereinafter referred to as the website), provide information such as name, type, address, phone number and email of the accommodation; name, date of birth, phone number, identity card number of the declarant to receive declaration account. When there is any change of the information related to the declaration account, it must be updated, amended and supplemented immediately on the website.
- (ii) The declarant has the responsibilities to manage, to secure the declaration account and all information which is created by the declaration account. When detecting that the declaration account has been stolen, information exploited, unable to use, it must immediately notify the Immigration Management Division of Provinces Police, Municipalities Police. The declaration account shall be self-destruct since there is no new declared information within 12 months or when it is discovered that false declared information about foreigners or accommodation.





## 2. Declaring temporary residence information

- (i) The declarant access to the Website, log in declarant account to make declaration of temporary residence.
- (ii) Declaring information of temporary residence including: Name, gender, date of birth, nationality, number of passport or other documents which may replace the passport, estimated duration of temporary residence of the foreigners. Each information may be declared in each information box or transferring with the attached file to the information box which is uploaded on the Website.
- (iii) The declarant shall check, correct and supplement information before confirming the retention of information; check the section of information about temporary residence to determine whether the system has been received, if the system has not yet received, re-enter information.



2.3.2. Declaring, receiving temporary residence information of foreigner by temporary residence declaration form

- (i) The declarant shall contact the Police at ward, town, station (hereinafter referred to as Local Police) to receive Temporary residence declaration form No. NA17.
- (ii) The declarants fill the form with information and directly submit the form to the Local Police where the accommodation is located within 12 hours, and 24 hours if the accommodation is located in remote areas since the moment the foreigner arrives for temporary residence registration.
- (iii) The form shall be faxed or notify via telephone to the Local Police before submitting the form in section (ii) of this Article.

## **2.4 Procedures and authority to execute temporary residence card application**

2.4.1. Foreigners who are granted LV1, LV2, DT, NN1, NN2, DH, PV1, LD, TT visa and are considered for temporary residence card issuance must go through the agencies, organizations or individuals that have invited them and sponsored them to carry out procedures at the Immigration Administration Department or Immigration Management Division of Provinces Police, Municipalities Police where the agencies, organizations that have invited them set out head office or where individuals that have invited them live.

2.4.2. Dossier for temporary residence card:

- (i) Writing request of agencies, organizations or individuals carrying out procedures for invitation and guarantee:
  - Form No. NA6 and NA8 for agencies, organizations;
  - Form No. NA7 and NA8 for individual.
- (ii) Application for temporary residence with photo;
- (iii) Passport;
- (iv) Proofing document prove that the foreigners belong to case i which is granted visa with the symbol LV1, LV2, DT, NN1, NN2, DH, PV1, LD, TT.





## **2.5 The validity of temporary residence card**

- 2.5.1 The validity of the issued temporary residence card shall be at least 30 days shorter than the remaining validity of the passport;
- 2.5.2 Temporary residence card with symbol NG3, LV1, LV2, DT and DH shall be valid for no more than 05 years.
- 2.5.3 Temporary residence card with symbols NN1, NN2, TT shall be valid no more than 03 years
- 2.5.4 Temporary residence card with symbol LD and PV1 shall be valid no more than 02 years.
- 2.5.5 Invalid temporary residence card shall be considered for renewal.

# Residence

## 3.1 Cases are considered for residence

- (i) Foreigners who make meritorious contribution to the cause of building and defending the territory of Vietnam and has been honored by Vietnamese Government by medal or title.
- (ii) Foreigners who are scientists, specialist temporarily residing in Vietnam.
- (iii) Foreigners is sponsored by a parent, husband, wife, child which is Vietnamese citizen in Vietnam.
- (iv) A person with nationality which has been residing continuously in Vietnam since 2000 or earlier.

## 3.2 Requirement for residence

- (i) Foreigners which are referred to in section 3.1 may be considered for residence if they have lawful domicile and have stable income to ensure their living in Vietnam.
- (ii) Foreigners which are scientists, specialist residing in Vietnam shall be proposed by the Minister, Head of Ministerial-Level or Government agencies in charge of his professional field.
- (iii) Foreigners prescribed in section 3.1 (iii) who have been temporarily residing in Vietnam for 03 year or more and are determined on the basis of the entry verification seal, exit verification seal that issued at the border gate which have the total temporary residence time in Vietnam from 03 years or more in the latest 04 years up to the date of applying for permanent residence.





### **3.3 Residence procedure execution**

#### 3.3.1. Dossier

- (i) Application for residence;
- (ii) Judicial record issued by competent authorities of the country where foreigner is a citizen;
- (iii) A diplomatic note of the representative office from the country which the applicant is a citizen;
- (iv) A notarized duplicate copy of passport;
- (v) Proof of requirements for residence as set out in section 3.2
- (vi) Guarantee letter for foreigner specified in section 3.1



### 3.3.2. Procedures, execution period

- (i) Within 04 months since the date of receiving full and valid dossier, Minister of Public Security shall consider and decide on the permanent residence; if deeming it is necessary to conduct additional verification, it may be extended but no more than 02 months.
- (ii) Immigration authorities shall notify in writing form to the applicant and Provinces Police, Municipalities Police the result of the application for permanent residence.
- (iii) Within 05 working days since the date of receiving notice from Immigration authorities, Provinces Police and Municipalities Police where foreigner registers his residence shall notify the foreigner.
- (iv) Within 03 months since the date of receiving notice of residence execution, the foreigner must go to the immigration management division of Provinces Police, Municipalities Police to receive residence card.

### 3.3.3. Location of issuance

- (i) The applicant prescribed in Clause 1 and 2 Article 39 of the Law entry, exit, transit, and residence of foreigners in Vietnam shall submit application at Immigration Administration Department.
- (ii) The applicant prescribed in Clause 3 and 4 Article 39 of the Law shall submit application at Division of Immigration Administration of Provinces Police, Municipalities Police.





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EXCHANGE

## 3.4 Renewing and Re-issuing of residence card

### 3.4.1. Renewing residence card

3.4.1.1. Residence card, which is issued by Provinces Police, Municipalities Police periodically every 10 year, the residence foreigner shall attend to Provinces Police, Municipalities Police for renewal, the dossier including:

- (i) Application request for renewal of residence card;
- (ii) Residence card;
- (iii) Notarized duplicate copy, exception of person with no nationality.

3.4.1.2. In case residence card is lost, damaged or changes in the contents of the card, the permanent foreigner must carry out procedures for renewal of the residence card at the Provinces Police or Municipalities Police. Dossier including:

- (i) Application for renewal of residence card;
- (ii) Residence card, in case the residence card is lost, a report of lost residence card is required;
- (iii) Notarized duplicate copy of passport, exception of person with no nationality;
- (iv) Confirmation document on amendment of the residence card.

Within 20 days since the date of receiving full and valid dossier, Provinces Police, Municipalities Police shall issue the renew residence card.



# The use of vehicle in Vietnam of foreigner



Nowadays, the foreigners or the Vietnamese residing abroad are in desire to drive in Vietnam shall carry out the procedures to exchange to the corresponding driving license of Vietnam if they satisfy some certain requirements, exception of international treaty on driving license which Vietnam is a member contains different provisions, the provisions shall be applied.



#### **4.1 The use of an international driving license which is granted by participated countries in Vienna Convention in Vietnam**

- (i) The person who has IDP which is issued by participated countries in Vienna Convention in Vietnam territory shall bear the IDP and his driving license from the country he came from which is suitable with the vehicle classification; The person shall comply to law on road traffic of Vietnam.
- (ii) If the person who has IDP violates the law on road traffic of Vietnam and is disqualified from using the IDP for a definite time, the period of disqualification shall not exceed the time the person is allowed to reside in Vietnam territory.

#### **4.2 Exchanging of driving license**

The foreigners who live, work, study in Vietnam and have diplomatic identity cards, official identity card, temporary residence card, residence card, permanent residence card with a the time from 03 months or more, have a valid national driving license, if there is desire to drive in Vietnam, they will be considered for exchanging corresponding driving license in Vietnam.







#### 4.2.1. Procedure of exchanging of foreign driving license

The foreigner shall prepare 01 of dossier, directly submit at Directorate for Road of Vietnam or Department of Transport (where the foreigner registered his residence). Dossier shall be included:

- (i) Application for exchanging driving license (based on form);
- (ii) A legalized of driving license of the translation of driving license into Vietnamese by the authorized notary agencies or Embassy, Consular in Vietnam territory and affixed seal with the copy of the original driving license; The Vietnamese shall display legalized foreign driving license in accordance with regulations on consular certification and legalization, except for cases of exemption as prescribed law.
- (iii) Duplicate copy of passport (number of the passport, full name and photo of issued person, date of expiring and visa entry into Vietnam), ID card, diplomatic identity card, official identity card issued by Vietnam Ministry of Foreign Affair or duplicate copy of temporary residence card, residence card, permanent residence card, confirmation of permanent residence in Vietnam for the foreign; In case of ambiguities, the issuance agency shall publish request document to Ministry of Foreign Affair, Administration of Immigration of Ministry of Public Security, Division of Immigration of Provinces Police, Municipalities Police for their confirmation.

Noted that in the progress of exchanging driving license, the submitted person shall take the photo directly at the issuance agency and display all original copies of the abovementioned files (exception of the submitted original copies).

Execution time: 05 working days.

The fee: VND 135,000



4.2.2. Dossier for issuance of driving license from foreign territory for foreigner who drives vehicle into Vietnam territory.

Foreigner prepare 01 of dossier, directly submit to Department of Transport or indirectly submit through postal. The dossier including:

- (i) An application for a change of driving license based on the published form;
- (ii) A legalized of driving license of the translation of driving license into Vietnamese by the authorized notary agencies or Embassy, Consular in Vietnam territory and affixed seal with the copy of the original driving license; In case of ambiguities, the authorized agency shall publish a request document to the Embassy, Consular of the driving license's owner for their confirmation;
- (iii) A notarized duplicate copy of list of exit and entry from Ministry of Public Security or duplicate copy of passport including number of passports, full name and photo of issued person, date of expiring and entry visa into Vietnam;
- (iv) 01 colored photo 3 cm x 4 cm sized with a blue background, ID card photo-style;
- (v) The submitted Foreigner shall display all original copies of above mentioned files (exception of the submitted original copies).



# About Apolat Legal

We are proud to present that Apolat Legal is one of the leading professional law firms in Vietnam who is capable of providing a wide range of professional services for clients' business activities in Vietnam. We have a wealth of valuable practical knowledge and experience in advising and assisting different clients with respect to their operations and business in Vietnam. Our outstanding and typical clients are: Asus (Taiwan); LG; Gemadept Vietnam, a subsidiary of CJ Logistics (Korea); CapitaLand; Mimosa Technology Co., Ltd (Singapore); Viet Trade Alliance; Central Group (Thailand); AEON (Japan); Vina Capital; Borden Company Limited (Singapore); The Body Shop (TBS), etc. We are confident that our legal services will greatly support your above request.

Apolat Legal is also honored to receive numerous recognitions and/or articles posted by world-leading and local organizations and publications including: The Law Association for Asia and the Pacific (LawAsia, 1966), The Legal500, IP Link, IP Coster, Lexology, Global Trade Review (GTR), The Saigon Times, etc.

For more information about Apolat Legal, please visit our website at <https://apolatlegal.com>



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