

**FROM THE CONCERNED MINISTRY**

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**COMPANY NAME**

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Sir,

**FOREIGN WORKER CONDITON APPROVAL**

With due respect I refer to above matter and informed that your company application to recruit foreign workers has been approved by government as per below:

Date : .....

Total : .....

Citizen : .....

Sector : .....

Job : .....

Levy Payment : (For Malaysia only)

2. You/company is required to submit foreign worker's passport photocopy to the concern department of the concerned ministry, 2 weeks before the date of foreign arrive to this country.
3. This approval is validated for 6 months from the date of this letter issued.
4. Your co-operation is highly appreciated.

Thank you.

**“WORKING FOR NATION”**

Yours obediently,

-Signed-

c.c 1. .... IMMIGRATION DEPARTMENT  
2. MINISTRY OF FOREIGN AFFAIRS (CONSULATE DIVISION)