

Application for assignments (EU/EFTA) (no Swiss employment contracts)

Stand: 01.02.2021

Austria, Belgium, Bulgaria, Croatia, Cyprus, Czech Republic, Denmark, Estonian, Finland, France, Germany, Greece, Hungary, Ireland, Italy, Latvia, Lithuania, Luxembourg, Malta, Poland, Portugal, Romania, Slovakia, Slovenia, Spain, Sweden and the Netherlands

Submit to: Migrationsamt, Arbeitsbewilligungen, Ambassadorshof, Riedholzplatz 3, 4509 Solothurn
Tel. 0041 32 627 94 55

For assignments up to max. 90 days in the reporting procedure; use official registration form on sem.admin.ch
Exception: Croats in the construction industry, horticulture, cleaning industry, surveillance and security. The request must be submitted and the permit granted before the employment starts.

- ☐ Assignments EU / EFTA <= 4 mo. or 120 days a year
- ☐ Assignments EU / EFTA <= 12 mo. (364 days) for the duration of the assignment
- ☐ Assignments EU / EFTA > 12 mo. for the duration of the assignment

Employee

Name: First name:
(Wives also the maiden name)

Date of birth: Civil status:

Nationality: Job:

Previous assignments in the canton of Solothurn in the reporting procedure

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Employer

Company name:

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Address: Post Code / Place:

Operating mode: Employment of
workers as:

Location in Switzerland:

Duration of the assignment:

from to

Start of the assignment:

Clerk / Phone number / email:

Signature / stamp of the employer:

Date:

Enclosure:

Conditions

The following documents must be enclosed with the application

- Copy of the order or contract from the executing company, showing the duration and location of the operation
- Description of the project
- Confirmation of the assignment for each employee, signed by the employer and the employee
(confirmation form on: misa.so.ch / Gesuche/Merkblätter)
- Copy of identity card or passport, CV, Copy of highest diploma

Note

In order to ensure a seamless transition from reporting procedure to the approval procedure the assignment applications must be **submitted** to
Migrationsamt, Abteilung Arbeitsbewilligungen,
Ambassadorsenhof, Riedholzplatz 3, 4509 Solothurn
at least three weeks before the end of the 90 days.

Definition

Employees shall be deemed as in an assignment if the employer (company established in a Contracting State) sends the employees within the framework of a labor law relationship for the assignment (execution of contracts or work contracts) to one or more companies (natural or legal persons).

Employees in an assignment are only entitled to geographic mobility in connection with the provision of the contract. A right to family reunion also exists only in the context of the provision of contract (sem.admin.ch Rechtliches / Weisungen VFP Ziff. 10.2)

Granting of work permit

The Migration Office grants the work permit only if the State Secretariat for Migration, SEM, has access to sufficient quotas (Article 10 para. 3a FZA and Art. 10 VFP).

**Amt für Wirtschaft und Arbeit Kanton Solothurn,
Untere Sternengasse 2, CH-4509 Solothurn**

awa.so.ch

- **Information on the reporting procedure**

Arbeitsmarktkontrolle
Firma log on the internet

awa.so.ch
sem.admin.ch / Meldeverfahren

**Migrationsamt Kanton Solothurn,
Ambassadorsenhof, Riedholzplatz 3,
CH-4509 Solothurn**

misa.so.ch

- **Information on the permits**

bewilligungen@ddi.so.ch

Forms for the application and the
confirmation

misa.so.ch