



01

VISA B211A BUSINESS/SOCIAL

OFFSHORE & ONSHORE

REQUIREMENTS OFFSHORE

- 1. PASSPORT
(DATA PAGE + FRONT COVER)**
- 2. HEALTH INSURANCE**
- 3. HEALTH CERTIFICATE**
- 4. BANK STATEMENT**
- 5. ADDRESS IN INDONESIA**

REQUIREMENTS ONSHORE

- 1. PASSPORT
(DATA PAGE + FRONT COVER)**
- 2. ADDRESS IN INDONESIA**



02

RETIREMENT VISA (C319)

ELIGIBLE TO CITIZENS OF COUNTRIES: ARGENTINA, AUSTRALIA, AUSTRIA, BAHRAIN, BELGIUM, BRAZIL, BRUNEI DARUSSALAM, BULGARIA, CANADA, CYPRUS, DENMARK, EGYPT, ESTONIA, FINLAND, FRANCE, GERMANY, GREECE, HUNGARY, INDIA, IRAN, IRELAND, ISLAND, ITALY, JAPAN, KUWAIT, LIECHTENSTEIN, LUXEMBURG, MALAYSIA, MALDIVES, MALTA, MONACO, THE NETHERLANDS, NEW ZEALAND, NORWAY, OMAN, PHILIPPINE, POLAND, PORTUGAL, QATAR, RUSSIA, SAUDI ARABIA, SINGAPORE, SOUTH AFRICA, SOUTH KOREA, SPAIN, SURINAME, SWEDEN, SWITZERLAND, TAIWAN, THAILAND, UNITED ARAB EMIRATE, UNITED KINGDOM, USA.

REQUIREMENTS

- 1. PASSPORT (DATA PAGE + FRONT COVER)**
- 2. PROOF OF HEALTH INSURANCE/LIFE INSURANCE**
- 3. HEALTH CERTIFICATE/ (-) COVID TEST RESULT**
- 4. BANK STATEMENT**
- 5. PROOF OF ACCOMODATION (LEASE CONTRACT)/ID CARD OF LANDLORD**
- 6. ID CARD OF EMPLOYER**



03

FAMILY VISA (C317)

VISA PURPOSE FOR THOSE WHO MARRIED TO AN INDONESIAN AND THEIR DEPENDANTS (BELOW 18 YEARS OLD), WIFE/HUSBAND AND/OR DEPENDANTS (BELOW 18 YEARS OLD) OF KITAS/KITAP HOLDERS

REQUIREMENTS

- 1. PASSPORT
(DATA PAGE + FRONT COVER)**
- 2. HEALTH CERTIFICATE**
- 4. BANK STATEMENT**
- 5. MARRIAGE DOCUMENT**
- INDONESIAN SPOUSE: KTP, KK,
BIRTH CERTIFICATE**



04

REQUIREMENTS

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FOR THE CHILD (BELOW 18YO)

DOCUMENTS ABOVE + BIRTH CERTIFICATE

THE E-VISA C317 & C319 ARE VALID FOR 90 DAYS. IT IS AN ENTRY PERMIT BUT NOT YOUR STAYING PERMIT. AS SOON AS YOU ENTER INDONESIAN TERRITORY, YOU ARE REQUIRED TO REGISTER AT A LOCAL IMMIGRATION OFFICE WITHIN A MAXIMUM OF 30 DAYS TO OBTAIN A KITAS. A KITAS IS A MULTIPLE ENTRY STAY PERMIT THAT IS VALID FOR 1 YEAR FROM ARRIVAL DATE.”



05

KTP FOREIGNER

ELIGIBLE FOR KITAP HOLDER

REQUIREMENTS:

- 1. PASSPORT**
- 2. DOMICILE DOCUMENT FROM BANJAR (CHEF OF LOCAL COMMUNITY)**
- 3. KITAP LEGALIZED BY IMMIGRATION**
- 4. POLICE REGISTRATION**
- 5. ID CARD & KK OF SPONSOR**
- 6. 2×3 COLOR PHOTOGRAPH**
- 7. PREVIOUS SKTT (IF YOU HAVE)**



06

SKTT FOREIGNER

FOREIGNER WHO RESIDE IN INDONESIAN TERRITORY
SHALL REPORT TO THE KANTOR CATATAN SIPIL.
ELIGIBLE FOR KITAS HOLDER, AFTER REGISTRATION
YOU WILL GET A CERTIFICATE OF RESIDENCE (SKTT)

REQUIREMENTS

1. PASSPORT
2. DOMICILE FROM BANJAR (HEAD OF LOCAL COMMUNITY)
3. KITAS LEGALIZED BY IMMIGRATION
4. POLICE REGISTRATION
5. IMTA IF WORKING KITAS
6. ID CARD OF SPONSOR
7. 2×3 COLOR PHOTOGRAPH
8. PREVIEWS SKTT IF EXTENSION



07

DRIVING LICENCE (SIM)

SIM A & SIM C

“CONTACT JASA EKA FOR ASSISTANCY”

DRIVER'S LICENSE (DRIVER'S LICENSE) IS PROOF OF REGISTRATION AND IDENTIFICATION PROVIDED BY THE NATIONAL POLICE TO SOMEONE WHO HAS MET THE ADMINISTRATIVE REQUIREMENTS, IS PHYSICALLY AND SPIRITUALLY HEALTHY, UNDERSTANDS TRAFFIC REGULATIONS AND IS SKILLED IN DRIVING MOTOR VEHICLES.

EVERY DRIVER OF MOTORIZED VEHICLE IS REQUIRED TO HAVE A DRIVING LICENSE. THIS REGULATION IS STATED IN ARTICLE 18 (1) OF LAW NO. 14 OF 1992 CONCERNING ROAD TRAFFIC AND TRANSPORTATION, THAT EVERY MOTORIZED VEHICLE DRIVER IN THE REGION IS REQUIRED TO HAVE A DRIVING LICENSE.



08

MARRIAGE KUA

KUA MARRIAGE PURPOSE FOR COUPLE WHOM MUSLIM. IF ONE OF THE SPOUSE IS NON MUSLIM, NEED TO APPLY FOR MUALAF (CONVERSION TO ISLAM)

“UNDANG-UNDANG REPUBLIK INDONESIA
NOMOR 1 TAHUN 1974 ABOUT MARRIAGE:
ARTICLE 2 (1): 'MARRIAGE IS VALID, IF IT IS DONE
ACCORDING TO THE LAWS OF EACH RELIGION AND
ITS BELIEFS'. ”

REQUIREMENTS

BRIDE (WNI):

1. COPY KTP
2. COPY KK
3. COPY BIRTH CERTIFICATE
4. COPY PARENTS KTP
5. DIVORCE CERTIFICATE (IF BEEN MARRIED BEFORE
6. PAS PHOTO

GROOM (WNA):

1. COPY PASSPORT
2. COPY BIRTH CERTIFICATE
3. THE NAME OF THE PARENTS
4. CNI (WE CAN ASSIST AS WELL)
5. DIVORCE CERTIFICATE (IF BEEN MARRIED BEFORE)
6. PAS PHOTO.



09



PT PMA

COMPANY ESTABLISHMENT

A FOREIGN INVESTMENT LIMITED LIABILITY COMPANY (PT PMA) IS A LIMITED LIABILITY COMPANY ESTABLISHED UNDER INDONESIAN LAW IN WHICH THERE IS ANY AMOUNT OF FOREIGN CAPITAL INVESTED. REGARDLESS OF HOW SMALL THE FOREIGN CAPITAL IN THE PT IS, IT STILL MAKES IT A PT PMA.

PT PMA REQUIREMENTS ARE:

- 1. PHOTOCOPY PASSPORT, KTP, NPWP & KK SHAREHOLDERS AND MANAGEMENT (MUST BE AT LEAST 2 PEOPLE).**
- 2. PHOTOCOPY OF OFFICE RENTAL CONTRACT OR PROOF OF OWNERSHIP OF THE BUSINESS AREA (HOLDING A BUILDING PERMIT FOR OFFICES/ SHOPS).**
- 3. DOMICILE CERTIFICATE FROM BUILDING MANAGER.**
- 4. COMPANY NAME AND ADDRESS. THE NAME MUST CONTAIN 3 WORDS; IE: JASA EKA LEGAL.**
- 5. THE CAPITAL SET UP MINIMUM IDR 10.000.000.000,- PER ONE BUSINESS SCOPE.**
- 6. THE PAID-UP CAPITAL 25% WHICH IS IDR 2.500.000.000, – (SETOR MODAL).**
- 7. THE SCOPE OF THE BUSINESS CAN BE MORE THAN 1 OR 2 SCOPES.**



10

TAX REPORT

MONTHLY, YEARLY REPORT

EACH INDIVIDUAL AND CORPORATE (ESTABLISHED UNDER INDONESIAN LAW) WHO RECEIVE INCOME THROUGH PROFITS SUCH AS WAGES, DIVIDENDS, REVENUES AND OTHER SOURCE OF INCOME ARE SUBJECTS TO FILE THE TAX REPORT TO THE TAX AUTHORITY IN INDONESIA.

IN ORDER TO PROCESS IT, INDIVIDUAL OR CORPORATE MUST APPLY FOR TAX ID (NPWP) FIRST. AFTER REGISTRATION, THE TAX PAYER ARE REQUIRED TO REPORT THE TAX TO THE INDONESIAN TAX AUTHORITY, WHICH IS REQUIRED BY THE APPLICABLE INDONESIAN LAW.





11

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BALI, VIRTUAL ADDRESS, JASA EKA LEGAL

*Do you need an address for your
Indonesian company?*

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JASA EKA LEGAL can provide a virtual address (Registered Company Address); Global Village c12 in Taman Mumbul Nusa Dua, Bali. It is a three bedrooms house with an office IMB license. There is possibility to stay for short and long term as well (at extra charge). The office/house is located in a very save compound, with swimming pool, park and tennis court facility.

Price per year (company virtual address): IDR 4.500.000 (+10% tax).
Price daily (8h) for meeting: IDR 500.000 (+10% tax), capacity 8 peoples
Price daily for overnight (price per room): IDR 250.000 (+10% tax).

We offer:

- * Long term and pricey contract for an office building that will not be used.
- * If you already have an office space, but does not have the necessary building permit to set up a company, you can use the address as legality.
- * Your business is online and you can manage/working from home, you can use the address as company address.
- * Location is in a resort with 24h/7d security.
- * Swimming pool facility, perfect for organizing meetings.
- * Park and tennis court facilities at your disposal.

