

ANDORRA

Send clear scanned copies to: mwo_madrid@dmw.gov.ph

1. **Signed contract**
 - With English translation (Google Translate is acceptable).
2. **Passport**
 - data page only
3. **Valid Residence Card** (front and back)
4. **Employer's ID** (passport or residence card – for household/domestic workers only)
5. **Latest payslip or proof of employment**
 - 1 month latest pay slip, OR
 - Bank transfer showing name of worker, name of employer and salary for the month.