**service card**

**Annual residency - family members, joining a family**

Terms of Service:

1. The foreign summoned person.

2. The applicant (the sponsor) cannot be present as the summoned person for the application.

Places to apply:

1. The e-services website (https://eservices.moi.gov.jo/MOI\_EVISA).

2. Smart phone applications through the application store for devices (Jordanian Ministry of Interior - MOI).

3. Service counter.

The required documents:

1. A copy of the summoned person's previous residence in case of renewal.

2. A copy of the summoned person's passport or a document valid for a period of no less than 6 months

3. A copy of the stamp of the last entry of the summoned person.

4. A copy of the applicant's (sponsor) passport.

5. A copy of what proves the legality of the residence permit for the foreign applicant (sponsor).

6. A copy of the support document.

7. A copy of the marriage certificate.

8. A copy of the family record book.

9. A placement letter from the Residency and Borders Department approving the residency for a period of five years.

10. A copy of the COVID 19 vaccination certificate.

Service Procedures:

1. Receiving and checking the request.

2. Determining the value of the service fee and informing the recipient of the service electronically of the required value.

3. Addressing business partners and receiving responses electronically.

4. Check the responses of business partners.

5. Notifying the service recipient of the required procedure, including (personal interview and details).

6. Notifying the service recipient of the final decision electronically (on the electronic account, SMS, e-mail).

7. Providing the service recipient with an electronic notification of approval on his electronic account.

Service fee:

1. A service allowance of two dinars per person in the regular application.

2. The urgent service allowance is 100 dinars for up to five people in one application, and for each person over five, 15 dinars will be added to it.

Payment can be made electronically through any of E-Fawateercom or through a direct payment service