Приложение № 7  
к приказу МВД России от 30.07.2020 № 536

**ФОРМА [[1]](#footnote-1)1**

УВЕДОМЛЕНИЕ  
о заключении трудового договора  
или гражданско-правового договора на выполнение работ  
(оказание услуг) с иностранным гражданином (лицом без гражданства)

Настоящее уведомление представляется в:

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(наименование территориального органа МВД России на региональном уровне)

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| 1. Статус работодателя или заказчика работ (услуг) (нужное отметить | Х | или | V | ): |

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|  | – юридическое лицо |  | – иное лицо, чья профессиональная деятельность в соответствии с федеральными законами подлежит государственной регистрации и (или) лицензированию |
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|  | – индивидуальный предприниматель |  | – представительство иностранного юридического лица |

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|  | – адвокат, учредивший адвокатский кабинет |  | – филиал иностранного юридического лица |
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|  | – физическое лицо – гражданин Российской Федерации |  | – частный нотариус |
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| 1.1. Основной вид экономической деятельности в соответствии с Общероссийским классификатором видов экономической деятельности (ОКВЭД): |  |  |  |  |  |  |  |  |  |  |  |  |
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(кодовое обозначение вида)

1.2. Сведения о работодателе или заказчике работ (услуг):

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(полное наименование юридического лица/филиала иностранного юридического лица/представительства иностранного юридического лица, фамилия, имя, отчество (при их наличии) индивидуального предпринимателя/адвоката, учредившего адвокатский кабинет/частного нотариуса/физического лица – гражданина Российской Федерации)

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(для юридических лиц – государственный регистрационный номер записи в Едином государственном  
реестре юридических лиц, для филиалов или представительств иностранных юридических лиц –

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номер документа, подтверждающего факт аккредитации филиала или представительства иностранного  
юридического лица, для индивидуальных предпринимателей – государственный регистрационный

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номер записи в Едином государственном реестре индивидуальных предпринимателей,

(Оборотная сторона)

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для частных нотариусов – номер лицензии на право нотариальной деятельности, для физического лица –

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наименование документа, удостоверяющего личность, его серия и номер, кем и когда выдан)

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(номер свидетельства о постановке на учет в налоговом органе, ИНН (при наличии), КПП (при наличии)

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(место нахождения (для физического лица – адрес фактического места жительства) работодателя

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или заказчика работ (услуг):

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индекс, субъект Российской Федерации, район, город, населенный пункт, улица, дом, квартира/офис)

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| Контактный телефон: |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

2. Сведения об иностранном гражданине (лице 2без гражданства), с которым работодателем или заказчиком работ (услуг) заключен трудовой5 договор или гражданско-правовой договор на выполнение работ (оказание услуг):

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| 2.1. Фамилия |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| 2.2. Имя |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| 2.3. Отчество (при наличии) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 2.4. Гражданство |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| 2.5. Место рождения (при наличии сведений) |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |
| (государство, населенный пункт) | | | | | | | | | | | | | | | | | | | | | | | |

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| 2.6. Дата рождения: |  |  |  |  |  |  |  |  |  |  |
|  | (число) | | | (месяц) | | | (год) | | | |

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| 2.7. Документ, удостоверяющий личность: |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| (наименование) | | | | | | | | | | | | | | | | | | |

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| Серия |  |  |  |  |  |  |  | № |  |  |  |  |  |  |  |  |  | Дата выдачи |  |  |  |  | |  |  |  | |  |  |  |  |
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| Кем выдан |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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3. Сведения о разрешении на работу или патенте, на основании которых иностранный гражданин (лицо без гражданства) осуществляет трудовую деятельность (не заполняется в случае осуществления трудовой деятельности без разрешения на работу или патента, а также в случае заключения трудового договора или гражданско-правового договора

на выполнение работ (оказание услуг) с иностранным гражданином (лицом без гражданства), привлекаемым к трудовой деятельности в качестве высококвалифицированного специалиста в соответствии со статьей 13.2 Федерального закона от 25 июля 2002 г. № 115-ФЗ «О правовом положении иностранных граждан в Российской Федерации»):

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| Наименование документа |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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| Серия |  |  |  |  |  |  |  | № |  |  |  |  |  |  |  |  |  |  |  |  |  |  | |  |  |  | |  |  |  |  | |
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| Срок действия |  |  |  |  |  |  |  |  |  |  | по |  |  |  |  |  |  |  |  |  |  |
|  | (число) | | (месяц) | | | | (год) | | | |  | (число) | | (месяц) | | | | (год) | | | |

3.1. Трудовая деятельность осуществляется иностранным гражданином (лицом без гражданства) без разрешения на работу или патента на основании (не заполняется в случае осуществления трудовой деятельности на основании разрешения на работу или патента)

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| Подпункт |  | пункта |  | статьи |  | Федерального закона от 25 июля 2002 г. № 115-ФЗ «О правовом |

положении иностранных граждан в Российской Федерации»,

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(наименование международного соглашения или ссылка на акт законодательства Российской Федерации,  
предусматривающий осуществление трудовой деятельности без разрешения на работу или патента)

3.2. Профессия (специальность, должность, вид трудовой деятельности) по трудовому или гражданско-правовому договору:

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| 3.3. Трудовая деятельность осуществляется иностранным гражданином (лицом без гражданства) на основании | (нужное отметить | Х | или | V | ): |
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|  | – трудового договора |  | – гражданско-правового договора на выполнение работ (оказание услуг) |

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| Дата заключения с иностранным гражданином (лицом без гражданства) трудового договора или гражданско-правового договора на выполнение работ (оказание услуг): |  |  |  |  |  |  |  | |  |  |  |
|  |  |  |  |  |  |  | |  |  |  |
| (число) | | | (месяц) | | | | (год) | | | | |

3.4. Адрес места осуществления трудовой деятельности принятого на работу иностранного гражданина (лица без гражданства):

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(Оборотная сторона)

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(индекс, субъект Российской Федерации, район, город, населенный пункт, улица, дом, квартира/офис)

4. Об ответственности за сообщение ложных сведений в уведомлении или предоставление поддельных документов предупрежден. С обработкой, передачей и хранением персональных данных согласен. Достоверность сведений, изложенных в настоящем уведомлении, подтверждаю:

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| --- | --- | --- |
| Генеральный директор |  | Фамилия Имя Отчество |

(должность, подпись и фамилия, имя, отчество (при их наличии) лица, уполномоченного  
от имени работодателя (заказчика работ, услуг) подписывать уведомление  
(для физического лица – подпись и фамилия, имя, отчество (при их наличии)

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| « |  | » |  | 20 |  | г. | | | | | | | | | Место для печати (при наличии) |
|  | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |
| Уведомление подано по доверенности № | | | | | | |  | от « |  | » | января | 20 |  | г. |
| Паспортные данные лица, представляющего настоящее уведомление: | | | | | | | | | | | | | | |

Фамилия, имя, отчество (при их наличии)

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| Серия |  | Номер |  | Выдан « |  | » | августа |  | 20 | г. |

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| Кем выдан |  |  |  |

(подпись лица, представляющего уведомление)

1. 1 Пункт 8 статьи 13 Федерального закона от 25 июля 2002 г. № 115-ФЗ «О правовом положении иностранных граждан в Российской Федерации» (Собрание законодательства Российской Федерации, 2002, № 30, ст. 3032; 2018, № 53, ст. 8454). [↑](#footnote-ref-1)