



Adding a Newborn to a Saudi Residence Card

Newborn children are issued a visa in order to reside with their parents in Saudi Arabia without a visa authorization number only if they are less than one year old. The following are the requirements from each individual:

The Father:

- A copy of his passport.
- A copy of Saudi residence card.

The Mother:

- A copy of her passport.
- A copy of Saudi residence card.
- A copy of the exit/re-entry visa.

The Child:

1. A passport valid of at least six (6) months. Passport should have at least two empty visa pages; pages should be adjacent to each other.
2. One (1) recent passport size color photograph with a white background. Photograph(s) must be full-face shots in which the applicant is facing the camera directly. Side or angled-views are NOT accepted. [Guidelines for accepted photograph for Visa](#).
3. A completed application form filled-out with a black ink pen or printed. [Application forms](#) can be downloaded from the website at <http://www.saudiembassy.net/>. Please include your email address on the application.
4. A copy of the birth certificate.
5. A money order or cashier's check in the amount of US \$ 14.00 (Fourteen dollars) made out to the "Royal Embassy of Saudi Arabia" should be included. Cash and personal checks are not accepted.
6. Log on to <https://enjazit.com.sa/> . Click on "Apply for a visa to enter the Kingdom by individuals." Complete the online request for an Employment visa. It is important to record the request number on the application and present it to the Consulate. [Guideline for enjaz online application](#).
7. **Mailing Passport:** We would like to bring to the attention of all applicants who send their passports by mail that from this time on, they must also include a pre-paid return envelope (**from FedEx, UPS or USPS only**) with the address label filled out completely. **No credit cards, checks, money orders or cash will be accepted.** Any package without a proper pre-paid return envelope will be put on hold until one is received. It is the applicant's responsibility to determine the EXACT return shipping costs, according to the weight of the package. All labels must have a tracking number, and applicants are advised to keep both incoming and outgoing tracking numbers for their records. The Embassy does not send international packages. **Washington DC Location:** 601 New Hampshire Ave, N.W., Washington, D.C. 20037 - Tel. (202) 342-3800.