



On the Rules for issue of permits for entry to and staying in border area

Unofficial translation

Decree of the Government of the Republic of Kazakhstan №1275 dated November 29, 2013.

Unofficial translation

In accordance with Subparagraph 5), Article 55 of the Law of the Republic of Kazakhstan dated January 16, 2013 “On the State Border of the Republic of Kazakhstan”, the Government of the Republic of Kazakhstan **hereby DECREE AS FOLLOWS:**

1. Approve the attached Rules for issue of permits for entry and staying in border area.
2. This Decree shall be enforced upon expiration of ten calendar days after its first official publication.

*The Prime Minister
of the Republic of Kazakhstan*

S. Akhmetov

Approved by
the Decree of the Government of
the Republic of Kazakhstan
No. 1275 dated November 29, 2013

Rules for issue of permits for entry to and staying in border area

Footnote – Rules as amended by the Decree of the Government of the Republic of Kazakhstan dated 11.02.2019 No. 51 (shall enter into force upon expiration of ten calendar days after its first official publication).

1. General Provisions

1. These Rules for issued of permits for entry to and staying in border area (hereinafter referred to as the Rules) define procedures for issue by the Border Service of the Committee of National Security of the Republic of Kazakhstan (hereinafter referred to as the Border Service) of permits for entry to and staying in border area (hereinafter referred to as permits).

2. Procedures for issue of permits

2. To obtain a permit, an individual shall file an application in electronic format via the web-portal of the electronic government (hereinafter referred to as the portal) to the Border Service as per the form according to Annex 1 to the Rules.

3. Legal entities and individuals for obtainment of permits for engagement in economical, commercial or other activities, holding of political and social, cultural or other events within border area shall present in electronic form via the Portal to the Border Service the following documents:

1) recommendation for obtainment of a permit as per the form according to Annex 2 to the Rules with indication of details of the nature, place, participants and time for performance of work or holding of events, sealing or other ships, transport or other technical facilities used, and, where necessary, place and time for crossing of the State Border, when it is agreed in international treaties of the Republic of Kazakhstan with a neighboring state;

2) copies of approval documents from respective authorities for engagement in economic, commercial or other activities, holding of political and social, cultural or other events in border area.

4. Term for consideration of an application or presentation and issue of a permit, the Border Service via the portal shall not exceed ten working days after presentation of such application or recommendation.

5. In case of establishment of a facts that an application or a recommendation contain false information or presentation of documents specified in Paragraph 3 of the Rules not in full, the Border Service shall within three working days provide a reasoned refusal as per Annex 3 to the Rules.

6. The Border Service shall issue permits as per the form according to Annex 4 to the Rules via the portal in electronic format.

7. A permit shall be issued for a period specified in an application or a recommendation in consideration of terms of validity of permits from corresponding competent authorities for engagement in economic, commercial or other activities or holding of political and social, cultural or other events, but not exceeding one calendar year.

Upon expiration of a term of validity, a permit shall become null and void.

8. Permit for entry to border area for persons actually lining therein shall be issued on personal identification documents and certificates of actual residence within the location (if available) issued by local executive authorities.

High school students and university students residing within border area, but studying beyond it, shall enter (leave) border area on certificates from local executive authorities evidencing their departure for study from settlements within border area.

Information on children under the age of 16 entering border area with their parents or accompanying persons shall be entered into permits of such persons.

9. Without execution of a permit the border area may be entered by persons in case of death (disease) of close relatives on personal identification documents and respective telegrams (certificates) certified by medical institutions, and case of transit to a burial place of relatives on information certifying place of burial.

10. In case of a lost (damaged) permit, legal entities and individuals shall file via the portal to the Border Area an application for reissue of a permit with indication of explanation on fact of loss (damage).

The Border Service shall within three working days reissue a permit via the portal in electronic format.

11. The Border Area in consideration of the interests of defense of the State Border may restrict or suspend validity of permits in accordance with the Law of the Republic of Kazakhstan “On the State Border of the Republic of Kazakhstan”.

Annex 1
to the Rules for issue of permits
for entry to or staying in
border area
Form

**ӨТІНІШ
(APPLICATION)**

Шекаралық белдеуге кіруге және онда болуға рұқсаттама беруді сұраймын
(I hereby request issue of a permit for entry to and staying in border area)

_____ (елді мекен, аудан, облыс) (settlement, district, region)

Мақсаты (purpose) _____

Уақыты (time) _____

Өзім туралы мынадай мәліметтерді хабарлаймын
(I hereby provide the following personal information)

Тегім (surname) _____

Атым (name) _____

Әкемнің аты (patronymic) _____

Туған жылым мен жерім (year and place of birth) _____

Жұмыс орным (place of work) _____

(ұйымның атауы және лауазымы) (name of organization and position held)

жеке басын куәландыратын құжаты (personal identification document) _____

_____ No. _____ / ___ / ___ / 20 __

_____ (жеке басын куәландыратын құжатты берген органның атауы және күні)

(date and name of an authority issued personal identification document)

Тұрғылықты жерім (place of residence) _____

Өзіммен бірге балаларым барады (I accompany the following children) _____

_____ (аты және жасы) (name and age) _____

Өтініш білдірушінің электрондық мекенжайы (Applicant's email)

_____ Мен ұсынылған деректердің дұрыстығына дербес жауап беремін
(I am personally liable for authenticity of information presented)

_____ (күні, айы және жылы) (day, month, year)

Annex 2
to the Rules for issue of permits
for entry to and staying in
border area
Form

ҰСЫНУ

(RECOMMENDATION LETTER)

Тізімге сәйкес Қазақстан Республикасының азаматтарына (шетелдіктерге және азаматтығы жоқ адамдарға) _____ (елді мекен, аудан, облыс) шекаралық белдеуге кіруге және онда болуға рұқсаттама (лар) беруді сұраймын

(In hereby request is of a permit (permits) for entry and stay in border area to the following citizens of the Republic of Kazakhstan (foreigners or stateless persons) according to the list attached) _____

_____ (settlement, district, region) Мақсаты (purpose) _____

Уақыты (time) _____

Шекаралық белдеуге рұқсаттамалар алатын Қазақстан Республикасы азаматтарының (шетелдіктердің, азаматтығы жоқ адамдардың) тізімі

(List of citizens of the Republic of Kazakhstan (foreigners, stateless persons) for obtainment of permit for entry to border area)

Р/с №	Т.А.Ә	Туған жылы, айы, күні	Тұратын жерінің мекенжайы	Жұмыс орны, лауазымы	Жеке басын куәландыратын құжаттың №	Азаматтығы	Ескертпе
(No.)	Full name	(Day, month and year of birth)	(Residence address)	(Place of work, position held)	(No. of personal identification document)	(Citizenship)	(Comments)
1							
2							
3							

The following technical facilities will be employed within border area:

Р/с №	Техникалық құралдардың атауы (Name of technical facility)	Техникалық құралдардың атауы (State Registration Number)	Жүргізушінің Т.А.Ә. (full name of driver/operator)	Иесі (Owner)	Ескерту (Comments)
1					
2					

Ұсынысқа мынадай құжаттар қоса беріледі (The following documents are attached to the recommendation letter) _____

Өтініш білдірушінің электрондық мекен-жайы (Applicant's email) _____

Мен ұсынылған деректердің дұрыстығына дербес жауап беремін (I am personally liable for authenticity of information presented) _____

_____ лауазымы (position held) _____

_____ (күні, айы және жылы) (day, month, year)

Annex 3
to the Rules for issue of permits
for entry to and stay in
border area

Footnote. Appendix 3 as amended by the Decree of the Government of the Republic of Kazakhstan dated 29.04.2020 No 259 (shall be enforced upon expiry of ten calendar days after the date of its first official publication).

Form

To: _____

To attention of: _____
(initiator's address and
personal particulars)

NOTIFICATION

_____ to your application (recommendation letter) dated ___/___/20 ___, we hereby notify of rejection of issue of a permit for entry and stay in border area due to presentation of documents not in full or due to presentation in the application (recommendation letter) of false information: _____

_____ Head of the territorial subdivision _____

signature and full name of officer

/___/___/20 ___ (day, month, year)

Place of seal

Annex 4
to the Rules for issue of permits
for entry to and stay in
border area

Footnote. Appendix 4 as amended by the Decree of the Government of the Republic of Kazakhstan dated 29.04.2020 No 259 (shall be enforced upon expiry of ten calendar days after the date of its first official publication).

Form

Permit for entry to and stay in border area

	ПҰҚСАТТАМА	№	_____	(Permit)
	Берілді	(issued	by	_____

РҰҚСАТТАМА түбіршегінің № ____ (Permit c o u n t e r f o i l)	Тұрушы (Citizen) _____
Берілді (issued by) _____	Шекаралық белдеу аумағына кіруге және онда болуға рұқсат берілген (is permitted to enter to and stay in border a r e a i n d i s t r i c t)
Тұрушы (Citizen) _____	Кіру мақсаты (entry purpose)
Шекаралық белдеу аумағына кіруге және онда болуға рұқсат берілген (is permitted to enter to and stay in border area in district)	Болу мерзімі (term of stay)
Кіру мақсаты (entry purpose)	Болу уақыты (period of stay)
Болу мерзімі (term of stay)	Негіздеме (ground)
Болу уақыты (period of stay)	Берілген күні (date of issue)
Негіздеме (ground)	Рұқсаттама жеке басын куәландыратын құжат ұсынылған жағдайда жарамды (the permit shall be valid upon presentation of personal identification document)
Берілген күні (date of issue)	N o .
"____" шекара бөлімшесінің бастығы (Head of the Border Department)	"____" шекара бөлімшесінің бастығы (Head of the Border D e p a r t m e n t)
----- Place of seal	----- Place of seal