



DECLARATION OF COMPLIANCE (TRADER PERMIT)

Important information – Before starting the application, please read this information and refer the Department of Immigration (DoI) website at doi.gov.bt.

After completing the application, we highly recommend that a copy of this is retained for record purposes.

How to apply online

1. Visit immigration system at immi.gov.bt. If you are a first-time user, you need to register.
2. Ensure you have a valid email address.
3. Please ensure the following documents are ready:
 - a) Approval from the relevant agency.
 - b) Form DOCT2025 (This form).
4. Submit trader permit application through immi.gov.bt. Please select the nearest immigration office.

Notification

After submission, the assessment outcome including actions required will be communicated through the registered email.

Payment of fees

The payment can be made online using the link shared through the registered email.

Further Information

For further information related to trader permit, refer Immigration Rules and Regulations of the Kingdom of Bhutan at doi.gov.bt.

Contact details

The contact details of Immigration Offices are available on DoI website at doi.gov.bt.

General conditions of compliance

By signing this form, you acknowledge that you have read and understood the terms and conditions outlined herein and voluntarily agree to ensure compliance with the following terms and conditions:

- (i) Complete trader permit formalities as per immigration rules.
- (ii) Comply with immigration formalities during entry, stay and travel within the country, and during exit.
- (iii) Comply with general health screening including drug tests, as may be applicable.
- (iv) Not engage in any form of marriage or apply to marry a Bhutanese citizen or a permanent resident.
- (v) Renew the trader permit at-least 14 days before the expiry of the permit. Failure to renew the trader permit on time is regarded as an overstay and could lead to fines and penalties including deportation and denial of entry, or prosecutions, as may be applicable.

Details of current business (Applicable only for transfer)

Name of the license holder:

Name of the Business:

Location of the business:

Permit number:



ཕྱི་མི་ནང་སྐྱོད་ལས་ཁུངས།
ནང་སྤྱོད་ལྷན་ཁག།
DEPARTMENT OF IMMIGRATION
MINISTRY OF HOME AFFAIRS
ROYAL GOVERNMENT OF BHUTAN

Form
DOCT2025

DECLARATION OF COMPLIANCE (TRADER PERMIT)

1. Applicant Information (Trader)	
Name:	
Sex:	D.o.B:
Nationality:	ID No.:
Address in Bhutan	
Name of the Business:	
Location:	
2. Declaration	
(i) Information declared above is true, accurate and complete to the best of my knowledge.	
(ii) Documents submitted are authentic.	
3. Consent	
I give consent to the Department of Immigration to use my personal data for the following purposes:	
(i) Assessing my application.	
(ii) The legitimate interest of DoI.	
(iii) Enforcing contractual and legal obligations.	
(iv) Executing tasks of public interest or for my own vital interest.	
Signature of the applicant (Trader) Contact No.:	Signature of witness Name: ID No.: Contact No.:

*Open the document in Adobe Acrobat Reader to add your eSignature.