



BUSINESS TRAVEL TO THE EU

A step-by-step guide



What your business needs to know:

The UK has left the EU. There will be changes to business travel as a result, such as new visa, work permit and qualification recognition requirements. To travel for business [in the EU](#), please prepare in good time. Your business should be mindful of how COVID-19 [travel restrictions](#) will affect your operations in the EU.

This means ensuring you have:

- Checked whether staff will need to apply for visas, work permits or other documentation for travel.
- Ensured your staff have the appropriate [travel and health insurance](#).
- Checked the validity of employee passports and the number of days they will be in the EU.
- Considered the qualification recognition needed for regulated professionals to operate in the EU.
- Checked whether you will still need to pay [UK income tax](#) in the country where you work.
- Considered the new [personal allowance and luggage rules](#) when travelling between Great Britain and the EU.

Step-by-step process:

Entry into the EU

1. **Check if a [visa or work permit is required to travel to the EU for work purposes](#).** The documentation you need will depend on who you are, the Member State you are travelling to, the activity you perform and how long you are travelling for. Multiple visas and/or work permits may be required if you are visiting multiple Member States. You will face delays or refusal at the border when travelling for business if you do not comply with the immigration requirements of the Member State you are visiting. Common Travel Area rights are unaffected. If you are a British or Irish citizen you can work and live in the UK or Ireland respectively without needing additional permission.
2. **Apply for a visa or work permit in plenty of time and check the [specific requirements of the EU Member State that your staff intends to travel to](#).** Also, your business will need to assess how long your staff will be in the EU. Certain activities, including business meetings, are permitted visa-free across the whole [Schengen Area](#) for up to 90 days in a 180-day period.
3. **If your business plans to send staff to the EU, check whether you need health and travel insurance for your employees.** Your business should also consider whether staff have the correct [driving documentation](#).

Recognition of Professional Qualifications

1. **Your staff may need to have their UK professional qualifications officially recognised** if they want to provide services in a profession that is regulated in EU or EFTA countries. You can check whether your profession is regulated in EU member states by using the 'search [specific professions, countries and competent authorities](#)' function on the EU Commission website.
2. **Check the [local laws and regulations of the country in which you are intending to provide services](#),** to determine if you or your staff need to have their UK professional qualifications officially recognised.
3. **If your staff need their professional qualifications recognised to provide those services,** you should get in touch with [the relevant EU or EFTA point of single contact](#) for information on how to contact your relevant regulators to gain recognition.

Further information:



Visas, work permits and other documentation



Foreign travel advice and entry requirements



EU travel guidance



COVID-19 travel restrictions

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