

**Required Documents  
from Non-Qatari**

qcharity.org

**Basic Requirements from Applicant**

- ☐ Copies of IDs
- ☐ Copies of passports provided that residence visa is valid for 3 months
- ☐ A copy of marriage contract.
- ☐ Copies of children birth certificates or passports with residence visa
- ☐ Proof of salary no less than 6 months
- ☐ Copies of (recent) educational certificates for children
- ☐ Six months' bank statements
- ☐ A recent certificate of debt from the bank
- ☐ A copy of rent contract (if applicable) with landlord's phone number
- ☐ Copies of water and electricity bills
- ☐ Recent account statement from Doha Market of Securities.
- ☐ Account statement from Qatar Credit Information Center.
- ☐ Proof of salary + detailed indebtedness + 6 months' bank statements of the wife if she is in employment.
- ☐ Proof of salary + detailed indebtedness + 6 months' bank statements of un married children if they are in employment.

**Supplementary Applications:**

**Applications of Health Cases**

- ☐ Recent certificate from Department of Labor if spouses are unemployed
- ☐ A letter from Social Service Department, Hamad Medical Corporation (HMC)
- ☐ A recent medical report translated into Arabic carrying the seal of HMC.

**Prisoners' Families Applications:**

- ☐ If the head of the household is in prison, a certificate proving this fact must be provided.
- ☐ A copy of the court ruling showing the punitive period and the reason for the ruling

**Applications Relating to (widow, divorced, abandoned)**

- ☐ A certificate of non-marriage from the Court of First Instance.
- ☐ Husband's death certificate
- ☐ Certificate of guardianship of the children's rights issued from the Court of First Instance.
- ☐ A certificate listing the heirs from the Court of First Instance

**Debtors Applications:**

- ☐ A recent certificate of debt for each of those who have bank obligations
- ☐ Copies of rulings against the applicant.