



Number: 003/P3SRS.GICA/KPT/X/2025

October 16, 2025

To Mr / Mrs / Ms :

1. Foreign Residents of Gading Icon Apartment
2. Unit Owners of Gading Icon Apartment
3. Property Rental Agents of Gading Icon Apartment

**Subject: Residency Requirements for Foreign Nationals at Gading Icon Apartment**

Dear Residents, Owners, and Agents,

In reference to the following regulations: Law No. 6 of 2011 on Immigration, Government Regulation No. 31 of 2013 on the Implementation of the Immigration Law, Regulation of the Minister of Immigration and Corrections No. 2 of 2025, also Regulation of the Minister of Law and Human Rights No. 22 of 2023 on Visas and Stay Permits.

In compliance with the above legal provisions, the Management of the Gading Icon City Apartment Owners and Residents Association (P3SRS GICA) hereby requires all foreign national residents of GICA units to provide the following documents:

1. Valid passport;
2. Valid stay permit, which may include:
  - a. Limited Stay Permit Card (KITAS); or
  - b. Permanent Stay Permit Card (KITAP) or valid Visa;
  - c. Guarantor information (Unit Owner or Company);
  - d. Proof of employment (optional);
  - e. Work Permit for Foreign Workers (IMTA) (optional);
3. Completed P3SRS registration form;
4. Copy of the tenancy or lease agreement.

All required documents must be submitted to P3SRS Management, the Building Management Office, or the local Neighborhood Authority (RT/RW).

Accordingly, the previous policy regarding foreign residents as stated in P3SRS GICA Letter Number: 008/PPSRS/INT/VIII/2025 is hereby revoked and declared invalid.

This decision is issued to ensure compliance with current immigration regulations and to maintain proper residential administration within Gading Icon Apartment. We kindly request the cooperation of all residents, owners, and agents in fulfilling these requirements.

Thank you for your attention and cooperation.

Yours faithfully,  
Management of the Gading Icon City Apartment Owners and Residents Association (P3SRS GICA)

Signed by,

BADAN PENGELOLA  
BENNY SUTIAWAN

  
Building Manager  
GADING ICON  
CITY APARTMENT

RIO VERIEZA, SH, MH.

  
Chairman of P3SRS GICA