



C-Type Visa – Document Checklist

S.No.	All Documents to be provided must be in Bulgarian or English only.
	Important: Republic of Bulgaria is part of the Schengen area by initially abolishing checks on persons at internal air and sea borders. Holders of Bulgarian Schengen visa, who would like to visit another Schengen country, could enter that country only via Air or Sea Route.
1	Visa Application Form – Filled and Signed by the Applicant in BLUE ink. If applicant is a minor, then both parents must sign the application in front of the officer.
2	Photograph – 1 color Photo, White Background, not older than 6 months, 4.5 cm x 3.5 cm
3	Original Passport. <ul style="list-style-type: none"> • Passport should be valid for at least 6 months from the intended date of entry to Bulgaria. • Current Passport must contain at least two CONSECUTIVE blank visa pages
4	UAE Visa Copy UAE residence visa must be valid for 3 months from intended date of arrival in Bulgaria.
5	Travel Itinerary – Airline Reservations and documents showing transport plan
6	Travel Insurance Travel Health Insurance for travelling abroad covering at least 30 000 Euro, which covers the actual date of travel and return date in Bulgaria/ Schengen Area.
7	Accommodation Confirmation of Hotel Reservation in Bulgaria, indicating the period of stay / Prepaid Hotel Voucher, issued by accredited Travel Agency in Bulgaria. Must include applicants name and hotel information details.
8	Proof Of Sufficient Financial Means. Original personal bank statements for the past 3 months, Originally Stamped by The Bank, not older than 10 days from date of submission.
9	<p>The following documents regarding the applicant’s personal situation shall be presented by either of the categories:</p> <p>If Applicant is employed: Letterheaded, signed and stamped letter, written by the employer, which contains the below information:</p> <ul style="list-style-type: none"> - Full address and contact information of the employer. - Names and work position of the employee - Employee’s names, salary, and work experience. - Permission for leave, issued by the employer. <p>If Applicant is owner of a private company: - Trade License Copy with applicant’s name.</p> <p>If Applicant is on Golden Visa:</p> <ul style="list-style-type: none"> - Cover Letter from the applicant, along with either: <ul style="list-style-type: none"> • Proof of pension (bank account or pensioner document) • Proof of Investment <p>If Applicant is married, but unemployed / also for spouses:</p> <ul style="list-style-type: none"> - NOC from Sponsor/ Spouse and Declaration that he/she will cover all costs. <p>If applicant is a student:</p> <ul style="list-style-type: none"> - Student certificate from university - Documents from the parents, indicating that they can cover all expenses during the journey and a declaration that they will cover all the expenses. <p>For minor applicants (under 18 old age):</p> <ul style="list-style-type: none"> - Birth Certificate with both parent’s name mentioned. - The application form requires the signature of both parents. In cases where only one of the parents sign the application form, there should be a notarized consent from the other parent. (Consent letter should include statement that the minor can apply for visa). The document must be legally translated in English or Bulgarian <p>If traveling alone, with a parent or legal guardian:</p> <ul style="list-style-type: none"> - Birth Certificate with the names of both parents mentioned. Must be translated in English or Bulgarian if it’s in any other language. - Notarized consent of parents (if single parent or holder of the parental authority - the relevant court decision must be submitted at the time of application).
10	IF TRAVELLING FOR BUSINESS Original and Copy of COMMERCIAL INVITATION - issued by the “Migration Directorate” of the Bulgarian Ministry of Interior and notary verified. Signed and stamped invitation letter from the inviting company in Bulgaria. (Business and private visits are certified at the same place - “Migration Directorate” of the Bulgarian Ministry of Interior)
11	IF TRAVELLING FOR PRIVATE PURPOSE Original Invitation and Copy – Declaration, issued by “Migration Directorate” of the Bulgarian Ministry of Interior and notary verified.
12	IF TRAVELLING FOR MEDICAL TREATMENT Documents, confirming the medical treatment, period and place of stay, documents should be issued by a hospital, or a doctor in Bulgaria.



13	For Nannies/ House Help, Travelling with Sponsor Original NOC from the UAE Visa Sponsor Company/ Agency/ Tadbeer, mentioning purpose of travel, details of agreement between Agency and Accompanying Employer Signed Letter of Financial Responsibility from the Accompanying Employer, along with their Original Salary Certificates and Original Bank Statements. Passport Copy and UAE Residence Visa Copy of the Accompanying Employer. Bulgarian Nationals must also provide a copy of Bulgarian ID.	
14	Visa Copies - Copies of Previous or Current Visas from Bulgaria, USA, UK, Schengen, and European Union	
15	Documents required for multi-entry visas. - Photocopies of previous Bulgarian and Schengen visas - One (1) year Travel Health Insurance, valid in the Schengen area and covering at least 30 000 EUR.	

REMARK to be filled out VFS staff (please tick what is applicable) ✓

Applicant travels: Alone

With family members

With a group as(specify e.g. colleague, escort, sponsor...) ✓ Applicant's

documents are: Complete

NOT complete – applicant has been informed of option to withdraw application to avoid possible. refusal but wishes to submit application.

NOT complete – applicant will submit missing documents within 48 hours to VFS.

REMARKS

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Important Notes

All documentation must be submitted in English or Bulgarian Only.

- Application for a short-stay Schengen visa, issued by Bulgaria shall be submitted no earlier than 6 months before the date of the intended trip and no later than 15 calendar days before the start of the planned visit.
- All Applicants must be present, including minors.
- The Consulate reserves the right to ask for additional documents.
- The applicant may be requested to appear in the Consulate for an interview.
- For children registered in their parent's passport, a separate application form must be submitted.
- Please note the Visa processing time required for your application is minimum 15 working days, which may extend on a case-to-case basis.
- Applying without the complete set of documentation according to the above checklist may result in the rejection of the visa application.
- **Cabin Crew have the option to withdraw the passport after 1 working day from submission.**

SIGNATURES and AGREEMENT

a) For Visa Applicant:
 I HAVE READ AND AGREED TO THE TERMS AND CONDITIONS VALID FOR THE VISA APPLICATION AS PER ABOVE.

.....
 City and Date

.....
 (Signature of applicant)

b) For VFS staff
 APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED TOGETHER WITH APPLICANT

.....
 City and Date

.....
 (Signature of VFS staff)