

Latvia – Checklist for Business Visa

Date: _____

List of required documents	Check Box	Remarks
One Visa Application duly filled out and signed. Electronic Visa Application		
One color photograph (size 35mm x 45 mm), taken in the last 6 months, white background.		
Passport with a period of validity extending at least three months after the intended date of departure from Latvia or other Member State, containing at least two blank pages, and issued within the previous ten years.		
Copies of the identification pages and the pages containing information about previously issued visas and entry/exit stamps of the current and previous passports. In addition – for Egyptians: the <i>Mogamma</i> (movement) certificate.		
Proof of the family ties and marital status (for Egyptians: an extract of the <i>Kid Aely</i>).		
Invitation approved by the Office of the Citizenship and Migration Affairs <u>or</u> original of official invitation from the inviting party stamped and signed.		
Copy of the sending company's recent registry/tax card.		
Statement of the sending company stamped and signed, containing full address and contact persons of the company, name and position of the person signing the statement, applicant's name, position, salary, duration of the employment, purpose of the visit, person or entity bearing the travel and living costs.		
Original personal bank account statement with an official bank stamp and signature and translations of the statements, showing activity over last 6 (six) months. In the absence of bank account, proof of other assets has to be provided.		
Proof of intended means of transport – round flight ticket or reservation indicating the complete itinerary of the tour.		
Proof of accommodation – confirmed hotel reservation in Latvia with a booking number.		
Travel assistance policy of a duration equal to that requested for visa, valid for all the countries of the Schengen area, that covers the medical expenses and of repatriation in case of accident or disease (minimum coverage: € 30.000)		

• **SCHENGEN BEFORE:**

• **ALTERNATIVE NUMBER:**

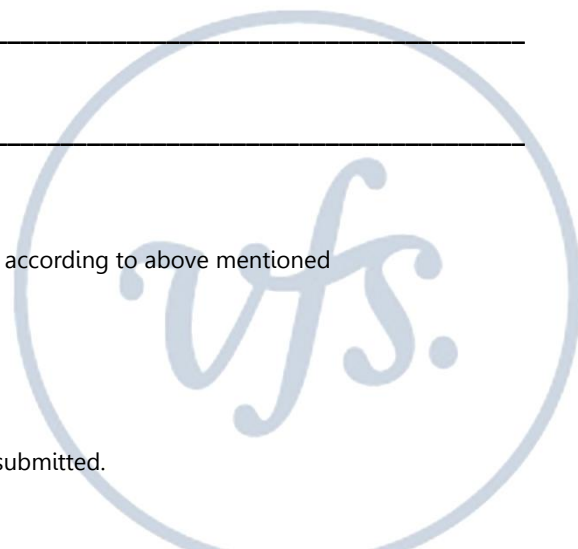
• **NOTES:**

Declaration:

I have been informed that an application **without a complete set of documentation** according to above mentioned checklist may result to the rejection of my visa application.

Please Note:

- * The visa must be submitted in person.
- * All documentation must be submitted in English language.
- * Documents submitted will not be returned.
- * For children registered in a parents' passport, a separate application form has to be submitted.
- * Original documents must be presented, additional photocopies may be required.
- * The visa fee is **non-refundable**. *



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ATTENTION: The Embassy of Latvia has the right to ask any other additional documents it considers necessary, may call the applicant for an interview, and has a contractual right of refusal without any explanation.

Data Entry: _____

Applicant signature: _____

Quality Check: _____

VFS officer signature: _____