

Checklist for Schengen visa – LIBYAN APPLICANTS

	1. Application form C1 , filled in completely and truthfully, in legible print or capitals, and signed personally by the applicant
	2. Passport with at least two blank pages (at least three months longer valid than the requested visa) not older than 10 years
	3. Full copy of the passport including previous visas
	4. Valid residence permit and exit/re-entry visa for Libya (in case of non-Libyan citizenship). Note that the residence permit and exit/re-entry visa needs to be valid for at least three months longer than the desired length of the visa
	5. 1 passport-size biometric photo according to ICAO standards (guideline) – not older than 6 months. If the photos are not up to standard they will be rejected (do not staple or glue the photo to the application form. Please make sure it is not damaged).
	6. Biometrics : On application, the finger scans of all persons older than 12 years are taken
	7. Letter from the business partner/organization in Austria or conference registration please note that in some cases you might be asked to provide an electronic guarantee (Elektronische Verpflichtungserklärung - EVE).
	8. Hotel reservation (if applicable) – or proof of private accommodation
	9. Proof of sufficient funds in foreign currency (bank statement must show name of account holder) incl. translation (in English or German or French)
	10. Transport documentation : flight reservation return ticket
	11. Medical travel insurance with a minimum coverage of € 30,000 and validity for all Schengen states with explicit cost coverage of COVID-19
	12. Certificate of employment : specifying the date of recruitment, position in the company, salary, purpose of travel and confirmation of leave approved incl. translation (in English or German or French)
	13. Proof of self-employment (business license & tax declaration) incl. translation (in English or German or French)
	14. Provide correct and legible contact details - e-mail address and telephone number
	15. Signed information note on the applicable entry conditions
	16. Certificate of Vaccination against COVID-19, Certificate of Cure for COVID-19

Please note that the Austrian Embassy reserves the right to ask for additional documents or personal appearance for an interview. Submission of the above-mentioned documents does not guarantee that a visa is granted.

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	Applicant's signature:	Date: