



Croatia Checklist for Tourist Visa

I. DOCUMENTS TO BE SUBMITTED

Application form online – Free of Charge

Filled in and personally signed prescribed long-term visa application form – free of charge, available:

<https://crovisa.mvep.hr/?lang=en>

Info Visas: <https://mvep.gov.hr/services-for-citizens/consular-information-22802/visas-22807/22807>

For Minors below the age of 18

- 1 The application form must be signed by both parents / legal guardian.
A form "letter of consent" by the parents / legal guardian must be attached.
Passport Copies of the parents/legal guardian
Birth Certificate with English translation

Passport

- 2 Validity of a minimum of 3 months from the date of expiry of the requested visa
Signed by the Passport holder.
Passport not older than 10 years (issued within the last 10 years) A minimum of 2 blank pages
positioned face-to -face to be used for Visas.
Previous passport if applicable
IMPORTANT: Valid UAE Residence Permit (minimum validity up to return to UAE)

One RECENT Biometric photo sized 35 mm x 45 mm (Glued on the application form & live photo captured at VFS)

- 3 Must not be older than 6 months with bright background and frontal view of the face.
Digitally altered passport photos cannot be accepted

Photocopies

- 4 1 copy of passport pages with personal data and signature of passport holder
1 copy of UAE residence permit
Copies of previous Schengen Visas

Travel Health Insurance

- 5 Valid for entire duration of period of first stay and valid for all Schengen states
Minimum coverage 30,000.00 EUR including repatriation
Medical insurances linked to credit cards are NOT accepted

Flight Reservation and Accommodation

- 6 Valid & Confirmed hotel reservation inc. FULL ADDRESS (name of the hotel/apartment, street, city, zip code, contact information)
Vouchers from travel agencies are not accepted as proof of accommodation. Valid & confirmed flight reservations including return trip

Travel Plan

- 7 Detailed Travel Plan / Itinerary prepared by the applicant highlighting the plan in Croatia

Letter from local employer (Non-Objection Certificate NOC letter)) / sponsor (not older than one month); must include.

- 8 Must be addressed to Croatian Consulate in Dubai and signed by legal representative of the company as per Company Registration
Name, Postal Address, Telephone Number, position of the employee.
Salary income of the applicant
Attached copy of Company Registration/ Company Card showing legal representative (s). ("Trade License")

For Students

Confirmation from the University

For Minors below the age of 18

Confirmation from the School

**Proof of Financial Means of Applicant**

Original Stamped and signed personal bank statement with salary income (minimum last 3 months and not older than 2 weeks from the day of submission)

9

NOTE: In Case financial means are provided by the relative in direct line (parent/child) or spouse, please submit birth certificate or marriage certificate with an English translation to prove the relationship.

Accompanying domestic workers

Must have resided in UAE not less than one year and worked for the same employer for at least 6 months.

10

Stamped original and copy of employment contract registered with the competent UAE labor authorities.

Duly filled out letter of guarantee signed by sponsor.

Passport copy of the sponsor and copy of his or her Schengen visa if applicable.

11 Filled out and signed Schengen Visa Applicant Questionnaire, preferably typed

Kindly note that the Croatian Consulate in Dubai reserves the right to request additional documents and /or ask applicant to come for an interview at any time.

12**II. 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

☒ Applicant's travel date is less than 15 days (at the invitation of a Croatian state authority, a Croatian business partner)

☐ no

☐ YES – applicant has been informed about the processing time and that he/she might not be able to travel to the intended date



III. 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.

.....
and Date

City

..... (Signature of applicant)

b) For VFS staff

THE APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED TOGETHER WITH APPLICANT

.....
City and Date

..... (Signature of VFS staff)