

CZECH REPUBLIC - CHECKLIST FOR SCHENGEN VISA APPLICATION

EU citizen family member (joining or following the EU citizen)

VISA APPLICATION REQUIREMENTS:		Submitted?		
		Applicant	VFS	VFS – remarks:
1.	Application form - duly completed and signed by the applicant or legal guardian in case of minors (legal guardian's passport copy must be attached)	<input type="checkbox"/>	<input type="checkbox"/>	
2.	One passport photograph – sized 3,5 x 4,5 cm, complying with ICAO standards and corresponding to the <u>current</u> appearance of the applicant	<input type="checkbox"/>	<input type="checkbox"/>	
3.	Original passport + copy of all relevant pages (ID page, previous Schengen visas, etc.) <ul style="list-style-type: none"> • must be valid for at least 3 months after the intended return from the Schengen area, be issued within previous 10 years and contain at least 2 blank pages • if the passport does not state place of birth, ID card needs to be presented (with a translation to English) 	<input type="checkbox"/>	<input type="checkbox"/>	
4.	Copy of the EU citizen's passport (signed by holder)	<input type="checkbox"/>	<input type="checkbox"/>	
5.	Original proof of affiliation + 1 copy thereof (marriage/birth certificate/family book) – if not issued by an EU state, authentication by the respective Ministry of Foreign Affairs is required + translation to English or Czech	<input type="checkbox"/>	<input type="checkbox"/>	
6.	Proof of joining or following the EU citizen (such as flight reservations or a written declaration of the EU citizen)	<input type="checkbox"/>	<input type="checkbox"/>	

Important Note:

- If original proof of affiliation is not presented or the applicant is not going to join or follow the EU citizen, the application needs to be submitted under standard conditions (fee charged, full requirements).
- Translation of all Arabic documents into English or Czech is mandatory.
- Visas can be requested up to 6 months before the planned trip.
- Visa applications are decided within 14 calendar days, this period can be extended in individual cases up to 45 days.
- There is no visa application fee, external service provider fee may be charged.

Applicant's Declaration (if applicable):



I am aware that my intended trip starts in less than 14 days, which is the processing time given by the Czech legislation. Nevertheless, I wish to submit my application and I am assuming all the responsibility if my application is not processed in time.

Place:

Date:

Applicant's (legal guardian's) signature:

Application received by:

Applicant's identity checked by:

Remarks by submission desk staff, if any: