

## 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.	<b>Application form</b> - 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.	<b>One passport photograph</b> – 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.	<b>Original passport + copy of all relevant pages (ID page, previous Schengen visas, etc.)</b> <ul style="list-style-type: none"> <li>• 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</li> <li>• if the passport does not state place of birth, ID card needs to be presented (with a translation to English)</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
4.	<b>Copy of residence permit card in KSA/BHR/OMN/YEM + 1 copy thereof (if applicable)</b>	<input type="checkbox"/>	<input type="checkbox"/>	
5.	<b>Copy of the EU citizen's passport (signed by holder)</b>	<input type="checkbox"/>	<input type="checkbox"/>	
6.	<b>Original proof of affiliation + 1 copy thereof</b> (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"/>	
7.	<b>Proof of joining or following the EU citizen</b> (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 affiliated Czech/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.

<b>Place:</b>	<b>Date:</b>
<b>Applicant's (legal guardian's) signature:</b>	

*Application received by:*

*Applicant's identity checked by:*

*Remarks by submission desk staff, if any:*