



Checklist for applicants in UAE travelling for the purpose of Private Visit

	YES	NO
<u>Proof of purpose of stay:</u> ☐ Certified invitation: a form verified by the Alien Police of the Czech Republic, original required). The inviting person undertakes the obligation to fully or partially finance the stay of the invited foreigner and/or to provide accommodation. According to the extent of this obligation, the invited person submits no other or partial documents required to prove the purpose of stay, <u>accommodation and financial means to cover the costs</u>. • A non-certified invitation: a letter (not older than 6 months), signed by the sponsor (signature must be certified by notary public).		
<u>Proof of the will to return to UAE:</u> • Copy of flight ticket or flight reservation including return flight (round-trip flight)		
<u>Proof of financial means:</u> • Original bank statements (in English or in Arabic with a translation to English) for the past Three (3) months (online print-out statements need to be stamped by the bank) or other verifiable evidence of sufficient means of subsistence during intended stay • Original letter from employer (in English or in Arabic with a translation to English) stating employment status, position, length of contract and salary (in case the applicant does not receive his/her salary in the bank account, salary slips are requested). • Self-employed persons: valid original trade licence in English (or in Arabic with a translation to English)		
<u>Minors (under 18 years of age) travelling without parents / legal guardian:</u> • Original authorisation to travel signed by their parents/legal guardian in front of a visa officer (in English or in Arabic with a translation to English) and • Copy of passport(s) of parents/legal guardian		
<u>Proof of legal residence in UAE:</u> • Re-entry visa valid three months beyond the intended date of departure from the territory of the Schengen area. • UAE-ID-Card, valid for three months after the intended departure date		



from the territory of the Schengen area		
<u>Proof of health and accident insurance:</u> • International Travel Insurance covering the entire period of intended stay valid for all Schengen States and covering all risks to at least 30.000 EUR / 45.000 USD. (Medical reimbursements, emergency evacuation and repatriation of mortal remains).		

Please note:

- Complete all documents for each applicant who is lodging the application even when more applicants are applying together.
- For children registered in parent's passport a separate application has to be lodged.
- Applicants will be required to submit their biometrics (fingerprints, photograph) while lodging the application.

Remarks:

Applicant's signature: _____ **VFS Officer's signature:** _____

ATTENTION:

The Embassy of the Czech Republic has the right to ask any other additional documents if they consider it necessary and may also call the applicant for an interview.