



Dear Applicant

VFS will deliver your application and documentation to the Embassy and your case will be processed by the Embassy as soon as possible.

Only documents in English are accepted. Documents in other languages will not be accepted unless translated into English.

NB: We recommend that you make sure that you are covered by EU/EEA rights beforehand. If you are not covered, it will affect the processing of your application. More information on the rights for family members of EU/EEA/Swiss citizens can be found here: <https://nyidanmark.dk/en-GB/You-want-to-apply/Short-stay-visa/Visa-after-the-EU-rules>

List of supporting documents	Submitted	Missing
<b>The cover letter</b> from the online application website " <a href="#">Applyvisa</a> ". Original cover letter with signature required. Visa fee payment receipt must be printed and attached as well.		
<b>Current passport</b> should be valid for at least three months (any other type of travel document should be valid for at least six months), beyond the intended duration of stay in the Schengen area and must have at least two blank pages to affix the visa.		
<b>Documentation that the visa applicant accompanies or joins an EU/EEA/Swiss citizen</b> (e.g., proof that the EU/EEA/Swiss citizen already resides in the host member state or confirmation that the EU/EEA/Swiss citizen will travel to the host member state).		
<b>Passport copy of the inviting person</b>		
<b>Proof of family relations to the host</b> to determine that the applicant is covered by EU regulations. The applicant has the right of choice of the documentary evidence.		
<b>In case of minors (Less than 18 years) traveling:</b> <ul style="list-style-type: none"> <li>• If the minor is traveling with only one parent, written consent certified by public notary of the other parent or guardian must be provided, except in cases of a parent having sole custody or guardianship of the minor. Documentation of custody must be provided.</li> <li>• If the minor travels alone (without parents), written consent including contact details from both parents or guardians having custody of the minor must be provided.</li> <li>• A photocopy of both parents' passports. If not, copies of the ID cards of the parents or guardians must be provided.</li> <li>• Birth certificate of the minor.</li> </ul>		

**The Embassy requests you to hand in the missing/required documentation within 5 days from below date of signature:**

If the Embassy has not received the documentation by this deadline, the Embassy will make a decision on the case based on the present information.

You can hand in the missing documentation in person to VFS. Please remember to state your passport number and your full name. Please note, if you choose to send the missing documentation by e-mail to: [abvambvisa@um.dk](mailto:abvambvisa@um.dk) it will be via an unencrypted connection. Please note that you could still be asked for additional documents and/or may be called for an interview.

I understand that I must provide above missing documentation to VFS within 5 days. Signature date below counts as day one of five.

Kind regards, The Royal Danish Embassy, Abuja, Visa Section

\_\_\_\_\_  
Applicant's Name

\_\_\_\_\_  
Applicant's signature

\_\_\_\_\_  
Passport No.

\_\_\_\_\_  
Date