

Checklist for Long Stay Visa - ESTONIA Visa Application Centre

Applicant's Name:		Date of Birth:		Passport Number:																																					
Reference No:		Place of Submission:		Date of Submission:																																					
Purpose of Travel: ☐ Studies [14-16] ☐ Short term employment [17] ☐ Start-up business [18] ☐ Moving to close relative [19-20] ☐ Visa for teleworking (Digital Nomad Visa) [21-24] ☐ Working Holiday Visa [25]																																									
Visa Fee: ☐ Normal Gratis ☐																																									
Nº	GENERAL REQUIREMENTS				YES NO																																				
1	Passport (must be valid for at least 3 months after intended departure from Schengen area; must be issued within previous 10 years)																																								
2	1 long-term visa application form (completed, dated, signed) Application form can be filled in Estonian or English. All boxes must be filled in. Application form must be filled online, printed out and signed at the end of each page and at the end of the form; application is available at: https://eelviisataotlus.vm.ee/																																								
3	1 recent photograph 3.5 x 4.5 cm (1.4" x 1.8") no older than 6 months, showing applicant looking directly to the camera, neutral facial expression be taken with a plain light-colored background, without head covering except for religious reasons, but applicant's facial features from bottom of chin to top of forehead and both edges of your face must be clearly shown. Photo must be glued on the visa application form (not stapled!)																																								
4	Previous passport(s) with Schengen visas (if any)																																								
5	Travel medical insurance travel medical insurance which guarantees payment of any costs related to applicant's medical treatment due to illness or injury during the validity of the visa. As a rule, travel medical insurance must be valid for the whole period of requested visa. If applicant will be covered with Estonian health insurance (Haigekassa) after arrival to Estonia, travel medical insurance must cover only the period until Estonian health insurance (Haigekassa) insurance becomes valid. For example – if person applies visa for short-term employment, travel medical insurance must cover travel period and additionally first 14 days of working;																																								
6	Original documents proving legal residence in Canada Residents of other countries provided that there isn't Estonian representation, which is handling visa applications in the country where applicant resides.																																								
7	Proof of financial means. Applicant must prove that he or she has sufficient financial means according to the purpose of stay: <table border="1"> <thead> <tr> <th>Purpose of the trip</th> <th>Applicant</th> <th>Spouse</th> <th>Minor child</th> </tr> </thead> <tbody> <tr> <td>Studies</td> <td>880 euros per month</td> <td>2100 euros per month</td> <td>not applicable</td> </tr> <tr> <td>Doctoral studies (PhD)</td> <td>880 euros per month</td> <td>704 euros per month</td> <td>not applicable</td> </tr> <tr> <td>Short term employment</td> <td>1,320 euros one-time</td> <td>not applicable</td> <td>not applicable</td> </tr> <tr> <td>Short term employment in Start-up company</td> <td>880 euros one-time</td> <td>704 euros one-time</td> <td>not applicable</td> </tr> <tr> <td>Seasonal work</td> <td>880 euros one-time</td> <td>704 euros one-time</td> <td>not applicable</td> </tr> <tr> <td>Start-up business</td> <td>880 euros per month</td> <td>704 euros per month</td> <td>not applicable</td> </tr> <tr> <td>Teleworking (digital nomad visa)</td> <td>132 euros per day (3,960 euros per month)</td> <td>not applicable</td> <td>not applicable</td> </tr> <tr> <td>For all other applicants</td> <td>70 euros per day (2,100 euros per month)</td> <td>70 euros per day (2,100 euros per month)</td> <td>70 euros per day (2,100 euros per month)</td> </tr> </tbody> </table>				Purpose of the trip	Applicant	Spouse	Minor child	Studies	880 euros per month	2100 euros per month	not applicable	Doctoral studies (PhD)	880 euros per month	704 euros per month	not applicable	Short term employment	1,320 euros one-time	not applicable	not applicable	Short term employment in Start-up company	880 euros one-time	704 euros one-time	not applicable	Seasonal work	880 euros one-time	704 euros one-time	not applicable	Start-up business	880 euros per month	704 euros per month	not applicable	Teleworking (digital nomad visa)	132 euros per day (3,960 euros per month)	not applicable	not applicable	For all other applicants	70 euros per day (2,100 euros per month)	70 euros per day (2,100 euros per month)	70 euros per day (2,100 euros per month)	
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8	Bank account statements/documents proving the applicant's legal income, its amount, regularity and sources (within the three months prior the submission of the application)																																								
9	Data concerning close relatives and family members (on the form DATA CONCERNING CLOSE RELATIVES AND FAMILY MEMBERS)																																								
10	Biographical data (on the form BIOGRAPHICAL DATA)																																								
11	Additional application form 1 (citizens from NATO member states are exempted);																																								
12	Travel ticket booking confirmation to Estonia or proof of use of another mode of transport																																								
13	Visa fee 120€																																								
DOCUMENTS REQUIRED IN ACCORDANCE WITH THE PURPOSE OF TRAVEL:																																									

STUDIES			
14	Confirmation of the educational institution about admission of the applicant		
15	Exchange student presents also confirmation from local educational institution, where applicant studies		
16	Students participating in international program (i.e. Erasmus) present also confirmation from the local coordinator of the program.		
SHORT-TERM EMPLOYMENT			
17	Printout of the confirmation of the registration of the short-term employment		
START-UP BUSINESS			
18	Printout of the decision of the Startup Committee		
MOVING TO CLOSE RELATIVE (VISITING FAMILY)			
19	Document proving family relations (birth or marriage certificate, original and copy).		
20	If applicant is an adult child who due to his or her health status or disability is unable to cope independently – documents proving his or her health status or disability (original and copy).		
VISA FOR TELEWORKING (DIGITAL NOMAD VISA)			
21	Documents proving that the applicant's work does not depend on location and he/she can use telecommunication technology for performing his/her duties as telework		
22	Documents proving that the applicant continues - working for an employer registered in a foreign country with whom he/she has a contractual relationship or - business activities for a company registered in a foreign country in which he/she has holdings or - providing services mainly to customers whose place of business is in a foreign country and with whom he/she has a contractual relationship;		
23	Documents proving the applicant's legal income during six months before the submission of the application and showing the size, regularity and sources of the income. Currently the monthly income threshold is 3,600 euros (approx. 5700\$)		
24	The following documents can be used as a proof of facts mentioned in points 22 and 23 above: - a written explanation by the applicant regarding the intention to use the visa for teleworking; - a written confirmation by the employer stating that it is possible for the applicant to perform their work duties in the form of teleworking; - an employment contract or another contract under the law of obligations; - a certificate issued by a competent authority of the applicant's country of location in proof of the payment of state taxes, local taxes or social security contributions mandatory in the applicant's country of location; - a certificate issued by a competent authority of the company's country of registered office, indicating the name, registered office and area of activity of the company, the applicant's holdings in the company and details of the legal representatives of the company; - a certificate issued by a competent authority of the company's country of registered office		
Working Holiday Visas			
25	A return travel ticket or sufficient funds with which to purchase such a ticket; Written explanation of the initial plan regarding the visit		
ANY OTHER DOCUMENTS:			
26	Power of Attorney for submission of the application		
27	Copy of the ID of submitting person\representative		
28	Second valid travel passport		
29	Copy of the Disability certificate		
30	School or University certificate		
31	Employer's guaranty letter		
Remarks by the VAC Staff:			
Applicant's Signature:		Counter Officer's Signature:	