

## Long-stay D-type visa | Checklist for employment

Name: _____	Contact no.: _____	
Passport number: _____	E-mail address: _____	
<p>Documents issued by a foreign country must be translated into Estonian or English <u>and certified with an apostille or legalised</u>. Documents issued in the UK must be certified with an apostille: <a href="https://www.gov.uk/get-document-legalised">https://www.gov.uk/get-document-legalised</a>. Originals shall be presented in Visa Application Centre (VAC). Please be prepared to show original documents at the VAC, but only submit photocopies of documents. The embassy will not return any documents to the applicant other than the passport.</p>		
Required Documents	YES/NO	Remarks (if document is missing or if the condition does not meet requirements)
<b>Valid travel document</b> and one photocopy of it. Travel documents issued 10 years prior to the date of submitting the application are not accepted. The travel document must be valid at least three months after the completion of the journey. Travel document must contain two blank pages.		
<b>Long-stay D-visa <a href="#">ONLINE</a> application form</b> duly completed. The printout must be dated and signed ( <u>three signatures required</u> ) by the applicant.		
<b>Recent colour passport photograph</b> , taken within the past six (6) months, white or light background, neutral face expression.		
<b>Proof of UK residency:</b> Share code for UK immigration status + status printout; <a href="https://www.gov.uk/view-prove-immigration-status">https://www.gov.uk/view-prove-immigration-status</a> . UK citizens are exempt from this requirement. <i>* If the applicant is not a resident in the UK, they must contact the embassy before applying.</i>		
<b>Valid health insurance policy</b> covering expenses in Estonia due to illness or injury during visa validity period. If applicant will be covered by Estonian Health Insurance Fund (Haigekassa) after arrival in Estonia, travel medical insurance must cover the period until Estonian Health Insurance Fund's (Haigekassa) insurance becomes valid (travel period and first 14 days of work).		
<b>Proof of confirmed flight ticket</b> to Estonia.		
<b>Proof of accommodation</b> or of sufficient means to cover the costs of accommodation. Cash is not accepted. Booking confirmation must include full names of all guests (e.g., booking for two must list both names). Booking confirmations without names are not valid.		
<b>Registration of short-term employment</b> (provided by the employer to the applicant). In Estonian: <i>Lühiajalise töötamise registreerimise kinnitus</i> .		
<b>Recent, official and signed invitation letter</b> from the employer in Estonia, stating the date of issue, applicant's name and duration of employment (start date and expected end date).		
<b>Proof of funds: recent (last three (3) months) UK bank statements</b> , showing income, income regularity and sources. Cash is not accepted.		

<a href="#">Biographical data.</a>		
<a href="#">Data concerning close relatives and family members.</a>		
<a href="#">Additional form 1</a> (citizens from NATO member states are exempted).		

**Processing time for long-stay D-visa applications is 30 calendar days. The period is calculated from the Thursday following the appointment date.**

Additional remarks by VFS Global submission officer:

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