

Long-stay D-type visa | Checklist for employment

Name: _____	Contact No.: _____
Name of Travel Agent (if any) _____	E-mail Address: _____
Passport Number: _____	Date and place of submission: _____

Documents issued by a foreign country must be translated into Estonian or English and certified with an apostille or legalised. Documents issued by the UK must be certified with an apostille: <https://www.gov.uk/get-document-legalised>. Originals shall be presented in Visa Application Centre (VAC). Please be prepared to show original documents at the VAC, but submit only photocopies of documents. The Embassy will not return any documents to the applicant other than the passport. Supporting documents shall be presented in the following order.

Required Documents	Original	Copy	Remarks (if document is missing or if the condition does not meet requirements)
Valid travel document 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.			
Long-stay D-visa ONLINE application form duly completed. The printout dated and signed (three signatures required) by the applicant.			
Recent colour passport photograph , taken within the past six (6) months, white or light background, neutral face expression.			
Applicable only for non-British citizens: A valid UK biometric residence card (+ one photocopy that must be submitted) and a printout of the applicant's UKVI immigration status . This proof of status can be obtained through the share code generated from the UKVI account.			
Valid health insurance policy 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 only the period until Estonian Health Insurance Fund's (Haigekassa) insurance becomes valid (travel period and first 14 days of work).			
Proof of reserved flight ticket to Estonia.			
Proof of accommodation or of sufficient means to cover the costs of accommodation (in the form of bank statements). Cash is not accepted. Booking confirmation must include full names of persons staying (eg. booking made for 2 must include 2 names in the booking confirmation). Booking confirmation without a name is not valid.			

Registration of short-term employment (provided by the employer to the applicant). In Estonian: <i>Lühiajalise töötamise registreerimise kinnitus.</i>			
Recent, official and signed invitation letter from the employer in Estonia, stating the date of issue, applicant's name and duration of employment (start date and expected end date).			
Proof of funds: recent (last three (3) months) UK bank statements. Cash is not accepted.			

Applicant to choose as appropriate:

- I have understood that I have to submit the above-mentioned missing documents to the Estonian Embassy by _____. I accept by signing this form that the matter will be decided without the requested documents and that the decision may be to my disadvantage, if I will not submit the documents by the date noted above.
- I do not intend to submit the above-mentioned documents to the Estonian Embassy.

Note: The Embassy reserves the right to request additional information/documentation and, if deemed necessary, to interview the applicant.

VISA Fee	
Service Fee	
Courier Fee (if any)	
Other Fees	

Name and signature of submission officer

Signature of applicant

Additional remarks by VFS Global submission officer:

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