



GREECE

CHECKLIST FOR Housemaid Visa

Check Box	Indicative List	Remarks
	Original application form duly completed and signed. (Name should be written as per passport) Note: For applicants under 18 years old, both parents must sign the application and minor's travel Consent letter. Passport copies of the father and mother must be attached.	
	Original passport and passport copy Note: The passport must be valid for at least 6 months from the date of travel. For new passports, the old passport is also required. Copy of previous Schengen visas/USA/UK/Canada/Australia	
	Copy of residence permit (for Non-Qatari) Note: Residence permit should be valid for 3 months after the departure from Schengen area	
	1 recent colored passport-sized photograph Note: Photo must be recent (not older than 6 months) with white background and of good quality.	
	Copy of confirmed return airline/flight ticket Note: If travelling to other Schengen areas/countries, flight and hotel vouchers for all destinations must be submitted. Applicant may be asked to submit the proof of payment. Please note sponsors and housemaid ticket should be in same flight and copy of the employer's passport with the valid Schengen visa.	
	Hotel booking/Accommodation proof reference and confirmed hotel bookings for all destinations during the trip must be submitted. or Applicant Visiting Family/Sponsor: invitation letter.	
	International travel insurance for the entire duration of the trip including the policy details covering the territory of the Member states of the Schengen agreement and with minimum coverage of EUR 30, 000 for medical expenses.	
	Sponsor's Guarantee Letter. Stating the purpose of travel, salary, and start date of employment with the same sponsor in Qatar. (Please attach copy of sponsor's passport, Schengen visa and civil QID). (Must be working with sponsor for at least 1 year).	
	Copy of Employment Contract attested from the Qatar Labor Ministry.	
	Sponsor's Original Up-to-date Bank Statement for the last 6 months.	
	For Nanny accompanying Family the passport copy of the children will be required.	

Please note:

- The visa must be applied for in person.
- For children registered in a parent's passport, a separate application form has to be submitted.
- Original documents must be presented for verification; additional photocopies may be required.
- The Embassy of Greece has a right to ask any other **additional documents**, or may call the applicant for an interview if the visa application is refused, the reason will be provided in the refusal form. No further explanation will be given to the applicants. In all cases the visa fee and Service fee are non-refundable.

Declaration

I have been informed that an application without a complete set of documentation according to above mentioned checklist may result to the rejection of my visa application. The Embassy of Greece reserves the right to ask for an additional supporting document and does not guarantee the issuance of visa.

Date: _____ Applicants Signature: _____ Mobile No. _____

VFS Officer Signature: _____