



INVITATION VISA

(Conference/Symposium/seminar/paper presentation/non-technical training)

1. Short-stay visa application form duly filled and signed by the applicant. Complete residential and official (*if applicable*) address, both telephone numbers, and names of parents must be written in the form. In case of minor(s), form should be signed by both parents.
2. Two (2) recent photographs (white background) of the applicant. Please check photograph specifications [here](#).
3. An ordinary passport or other recognised travel document valid for at least **three months from the expiry date of the visa applied for**. This document must have **at least two empty pages**. Please bring previous passports, if any, and attach with application copies, on A4 size paper, **of used pages ONLY**. Manually extended passports are not acceptable anymore.
4. Photocopy of your national ID card (CNIC).
5. Third country nationals residing in Pakistan must provide supporting documents attesting to the legality and the authorised duration of **their residence in Pakistan**.
6. If you have been **refused** a visa by an Embassy or High Commission in the **last two years**, written explanation about reason for trip and refusal. (a copy of the refusal letter could be attached to the application).
7. A **letter of invitation** from the host/organizer(s) of the event (*Conference/Symposium/Seminar/Training for professionals* (such as staff of UN agencies, teachers, students/scholars etc.) and *educational/cultural events*) stating the **name, date of birth, passport details, organization** of the person invited. This letter must clearly state the **nature of event and its duration**. If the host/organizer is also **responsible for your means of support (accommodation, travel, food etc.)**, this must be clearly mentioned in the invitation letter.
8. Original signed letter of the applicant's company/employer (*where applicable*) stating **name, position, salary, duration of employment, address and contact numbers** of the employer, **duration of visit** to the Schengen state(s). Government employees must provide the departmental **NoC** (to apply for visa) from competent authority stating that the applicant would be awarded Ex-Pakistan leave if he/she is granted visa. If the applicant is a student, original signed letter from the applicant's school/college or University.
9. Supporting documents of personal income :
 - Original bank statements of the last six months (indicating salary transfers in case of being employed).
 - Last three salary slips (*if employed*)
 - National Tax Number Certificate (NTN) for the previous two years and proof of income tax payment with FBR (*where applicable*)
10. Copy of flight booking(s).
11. Original AND copy of a travel medical insurance policy of not less than 30,000 Euros. The policy must cover medical and hospitalisation expenses for the entire period of valid stay on Schengen territory as well as repatriation costs. Consult valid [list of authorized insurance companies](#) in Pakistan as agreed by Schengen partners in Islamabad.
12. Original and photocopy of Family Registration Certificate (FRC) issued by NADRA. (The FRC is required **ONLY** if a family member is accompanying the main applicant).
13. For underage applicants (under 18) travelling with a single parent, a written consent of the other parent is required with photocopy of his/her CNIC. This consent should be made on legal paper.
14. Polio vaccination certificate (valid) from a Government Hospital.