



Business

1. Consent form.

2. One application for a Schengen visa (application form), completed, printed, and personally signed by the applicant. A parent or legal guardian signs and submits documents for minor applicants.

3. Travel document valid for at least three months after the intended date of (last) departure from the Schengen area, containing at least two blank pages and issued within the previous ten years (original).

4. Second valid and/or canceled passport (original).

5. Photograph in line with ICAO guidelines.

6. Internal passport (issued from the age of 14) (original + copy).

7. In cases of minors:

- Birth certificate (original + copy).
- Consent of the parental authority or legal guardian should be required only if the minor travels alone or with one parent/legal guardian (original + copy).
- Copy of the valid Schengen visa of the parent(s) travelling with the minor for whom a visa is not applied at the same time with the parent(s).

8. Proof of legal residence in the Russian Federation (non-Russian nationals only): non-Russian nationals shall submit proof of their legal residence in the Russian Federation in line with the Russian federal legislation (e.g., valid residence permit or long-term visa, valid for at least three months after the planned return from the territory of the Member States) (original + copy).

9. Financial / economic guarantees: original work certificate and/or original bank statement for the last 3 months, and/or sponsorship (the sponsor can only be a close relative participating in the trip - you must provide a copy of the sponsor's passport, confirmation of relationship and participation in the trip, as well as confirmation of the availability of funds). Proof of funds must be provided at a minimum of 50 EUR per day per person.

10. Proof of financial means:

- Bank statements showing bank operations over the last three months.
- *For citizens of the Russian Federation:* Extract from the Russian Pension and Social Insurance Fund for the last 10 years (Сведения о трудовой деятельности, предоставляемые из информационных ресурсов Фонда пенсионного и социального страхования Российской Федерации). The document should be digitally signed.
- If the expenses are covered by a sponsor (the sponsor can only be a close relative participating in the trip), it is necessary to provide a sponsorship letter, a copy of the sponsor's passport, proof of relationship and participation in the trip, as well as the original letter from the employer and the original bank statement of the sponsor with bank transactions for the last three months.

11. Documents to be provided regarding the occupation of the applicant:

- **Employees:**
 - Letter from the employer, confirming the employee's position and salary, date of employment and date of end of employment (if relevant), and salary slips for the last six months
- **Individual entrepreneurs:**
 - Proof of economic activity (e.g. 2NDFL or 3NDFL form).
 - Extract from trade/fiscal registry or certificate for individual business.
- **Pupils/students:**
 - Proof of enrolment in school or university or a student ID (original and copy).
- **Pensioners:**
 - Pension booklet (original and copy).
- **Unemployed persons:**

- A document proving the applicant's ties to Russia (i.e. vital statistics certificate, proof of property ownership).
- A copy of the work booklet's page with personal data and pages which show the holder's job history at least during last three years, if applicable.

12.A document confirming the intention to return to your homeland (for example, a document confirming the availability of real estate in Russia) (*original + copy*).

13.Document confirming the travel itinerary (for example, a written description of the intended route and/or confirmation of the planned travel and/or any other relevant document describing the intended travel plans, such as reserved round-trip tickets). If we are talking about a car, then it is necessary to provide a route document, a driver's license (a copy of a valid Schengen driver's visa, if a visa application has not been submitted at the same time) and a vehicle registration certificate (*original + copy*).

14.International insurance policy: valid for the period of preliminary stay (in the case of a multipleentry visa, valid for the period of the first trip) in all Schengen countries and covering all costs that may arise in connection with repatriation for reasons such as emergency medical assistance, emergency hospitalization or death during the stay. The minimum insurance coverage must be €30,000/\$50,000 (without deductible). Handwritten policies are not accepted.

15.As per category of traveler:

15.1. Business – general

- Official invitation from the inviting company containing the following information:

- personal data of the person invited (full name as in the passport, date of birth);
- purpose and duration of the visit;
- nature of the business;
- the full address of the company and contact persons;
- name and position of the person signing the invitation;
- person or entity who will bear the applicant's travel and living costs.

Or

- Other proof of purpose of stay (e.g. information on participation in conference, entrance ticket to trade fair, business correspondence, program of the business trip).

15.2. Business - drivers (international cargo and passengers):

- Written request from the Russian national association of carriers (ASMAP or RAS) or the national association of carriers of the Member State stating the purpose, duration and frequency of trips.
- Written request by companies registered in the Member State or in third countries providing for international road transportation, stating the purpose, itinerary, duration and frequency of the trips.
- Documents concerning the transport company: registration number, as required by the national law of the Member State or of the Russian Federation, and, if applicable, contract between a company established in the Russian Federation or in a third country and its partner company established in the Member States.

Documents concerning the driver:

- driver's license;
- transport truck driving certificate;
- copy of registration certificates of truck and trailer or bus;
- license or permit for carrying out long-distance transportation of cargo or passengers.

* Documents provided in languages other than Lithuanian, English or Russian must be submitted along with a translation into Lithuanian, English or Russian.

15.3. Business - members of train, refrigerator and locomotive crews:

- Written request from the competent Russian railway company (OAO-RZD with its branches and OAO "Refservice") or a competent railway company of the Member State stating the purpose, duration and frequency of trips.

15.4. Business - journalists:

- A certificate or other document issued by a professional organization proving that the person is a qualified journalist.
- Letter from his/her employer stating that the purpose of the journey is to carry out journalistic work.

15.5. Other - internship (if permissible with Schengen visa and relevant national law):

- Letter from the employer, employment contract and/or other document in accordance with the legislation of the Member State concerned.

15.6. Official (members of official delegations):

- Letter (e.g. verbal note) issued by a competent Russian authority (e.g. MID) confirming that the applicant is a member of its delegation travelling to the Member State.
- Copy of the official invitation.

A "written request" referred to above shall be submitted electronically by the inviting person/organisation via Lithuanian Migration Information System (MIGRIS); an applicant shall provide number thereof.