



DOCUMENT CHECKLIST SCHENGEN VISA TO NORWAY

List of supporting documents to be submitted by applicants in Vietnam

Submit all required documents when you meet at VFS, otherwise the application may be rejected. Print out this list, tick off the boxes and sign.

Please note: Official documents marked with * must be maximum three months old, legalised by the competent local authority and translated to English language.

I. GENERAL REQUIREMENTS

☐ Original passport valid for three months after the intended travel and containing at least two blank pages. Copy of the bio data page.
☐ One photo not older than six months, not edited (requirements)
☐ A signed print out of the harmonised application form from the UDI online application portal
☐ Travel medical insurance valid for the entire trip and the entire Schengen area, with coverage of at least EUR 30,000
☐ Flight reservation of return or round ticket
Proof of financial means ☐ Original bank account statements (company or individual) on the turnover during the last three months. In addition: ☐ If the applicant is employed: ☐ The last three payslips ☐ Labour contract or recent employer statement ☐ Approval for holidays ☐ If the applicant is a company owner or self-employed: ☐ Certificate of registration of the company* ☐ Statement of taxes payment ☐ If the applicant is retired: Pension statements ☐ Other means: ☐ Remittances ☐ Credit cards ☐ Regular incomes generated by property

☐ If the applicant is sponsored and/or hosted in a private accommodation ☐ Applicants' proof of sponsorship/private accommodation: Sponsorship form ☐ Original invitation/guarantee letter ☐ Copy of the passport or national identification card of the sponsor/host ☐ Copy of the residence permit, if the sponsor/host is a foreigner ☐ Bank account statements on the turnover during the last three months of the sponsor/host when his/her financial means are not proven otherwise
☐ Proof of lodging; hotel reservations, rental of holiday home, campus residence reservation or if stay with a family member or friend, proof of private accommodation (invitation) from the host: Sponsorship form
☐ Proof of integration into the country of residence: Household registration record (Hộ khẩu Gia đình)*.
☐ If the applicant is a minor: ☐ If the minor travels with one parent, written consent of the other parent or guardian, except in cases of a parent having the care or custody alone* ☐ If the minor travels alone (without parents); written consent of both parents or guardians having the care and custody of the applicant* ☐ Birth certificate of the applicant* ☐ Copies of the ID cards of the parents*

II. DOCUMENTS TO BE SUBMITTED DEPENDING ON THE PURPOSE OF THE TRIP

Business trips ☐ An invitation from a firm or an authority to attend meetings, conferences or events connected with trade, industry or work ☐ Other documents which show the existence of trade or work relations ☐ Entry tickets for fairs and congresses, if applicable ☐ Documents proving the business activities of the company (import-export license, proof of prior businesses, certificate of registration of the company*...) ☐ Certificate of the employment with stamp signed by a senior manager indicating the status of the applicant in the company
Studies or other types of training ☐ Certificate of enrolment at an education establishment for the purpose of attending vocational or theoretical courses within the framework of basic or further training ☐ Student cards or certificates of the courses to be attended
Tourism ☐ Certificate of the travel agency confirming the booking of an organised trip or any other appropriate document indicating the travel plans
Private reasons

☐ If the applicant is visiting relatives: ☐ Certificate of the existence of family relations* ☐ If the applicant is married, marriage certificate*
Political, scientific, cultural, sports or religious visits ☐ Invitation, entry tickets, enrolments or programmes stating (wherever possible) the name of the host organisation and the length of stay or any other appropriate document indicating the purpose of the journey
Official visits ☐ Copy of the official invitation ☐ Verbal note issued by the authority concerned confirming the visit
OPTIONAL: ☐ If you want another person to represent you during the case process, you can give the person a Power of Attorney ☐ If you are applying for a long-term visa with multiple entries, we recommend that you submit your previous visas with entry/exit stamps
Applicant's remarks (if any) and signature:
VFS' remarks:
VFS center: Date: Signature: