

According to the Schengen regulation (Handbook of Visa code) article 7.10 it is the applicant who needs to submit the necessary documents to be granted a visa and the Embassy does not need to make further investigation into an application if the documentation is not sufficient. **All supporting documents have to be in A4 size paper.**

SI No.	To be submitted by Seafarers	Yes	No	Original return to applicant / Date	Note
01	I acknowledge the visa regulations.				
02	Completed and signed Application Form no: 119031, application for Schengen Visa.				
03	Passport with at least two blank pages, valid for at least 3 months after leaving the Schengen territory.				
04	All previous passports. (Color photocopy of Bio-pages and all Schengen visas)				
05	One passport size color photograph (35 mm x 45 mm) full faces, light background, no older than six months.				
06	Cover letter from the applicant explaining in details the purpose of the visit, addressed to Embassy of Sweden.				
07	Letter from present employer/owner, stating purpose of the Visit.				
08	Proof of financial means in the country of residence.				
09	Personal Bank statement, credit card statements or balance covering the last six months complemented by any other proof of financial solvency.				
10	Documents related to the itinerary: (i) Copy of the roundtrip airline reservation with Passenger Registration Number (or reservation number) and travel itinerary. If relevant, the entry permits for the next destination(s) of the trip. (ii) In the case of Transit: Visa or other entry permit for the third country of destination; tickets for onwards journey.				
11	Documents related to civil status: (i) Marriage certificate (married applicants) (ii) Divorce certificate "Talak Namah" (divorced applicants) (iii) Death certificate (widows or widowers) (iv) Birth certificate (children)				
12	If minor: (i) Consent of parents or custodian if both parents are not travelling together. (ii) Photocopy of passport of parents or legal guardian (iii) Proof of economic means of parents or legal guardian (refer to point 1) (iv) Original birth certificate of the minor issued by responsible authority.				
13	Employment contract Photocopy of the working contract of the Seafarer in order to board the ship.				
14	Invitation letter from the maritime agency.				
15	Seamen Book				

16	<p>Invitation from the maritime agency of the Member State where the sailor will join the boat. The invitation needs to be signed and with the seal of the agency and include the following data:</p> <p>(i) Name and Family name of the Seafarer (ii) Place and date of birth, passport number, Seamen’s book number (iii) Date of issue, period of validity (iv) Position of the sailor at the boat (if there are many sailors there information can be include in a list signed and sealed, as an annex of the invitation letter). (V) Date and airport of entry into the territory of the Member States (Vi) Name of the boat (Vii) Port of boarding (Viii) Duration of the contract (ix) Itinerary that the seafarer will follow to arrive in the Member state of destination.</p> <p>In the letter of invitation, the maritime agency from the Member State should indicate the name and address of the Bangladeshi agency which collaborates with her or which will be in charge of presenting the visa applications or that will be in charge of taking care of the seafarer once he arrives in the Member State in order to transport him to the sea port to board.</p> <p>If the application is presented by a maritime agency of Bangladesh, letter of invitation of the Bangladesh agency that includes a list of the seafarer(s), in which is stated their employment on the ship.</p>				
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Note: 1. If missing documents are not submitted within one day after submission, application might be decided on the existing documents submitted.

2. Please note that you might be called for an Interview if desired by the Embassy of Sweden, Dhaka.

3. The Visa fee is non-refundable according to Schengen regulation.

Remarks:

Applicant Name:

Signature/Date:

VFS Staff Name:

Signature / Date: