Embassy of Sweden

2024-07-24

	MINORS (UNDER 18 YEARS) GENERAL CHECKLIST	YES	NO	REMARK
	Harmonised Schengen Visa Application Form filled in completely and signed by parental authority/legal guardian.			
	Original passport: • Validity shall extend at least three months after the intended date of departure from the territory of the Member States. • It shall contain at least two blank pages. • It shall have been issued within the previous 10 years. • Clear photocopy of biodata page in passport.			
	Receipt of visa fee payment unless exempted.			
	Children under 12 years are exempted from submitting fingerprints.			
	Applicant have submitted fingerprints as part of an earlier application which has been entered in the VIS within the last 59 months and is therefore exempted from providing new fingerprints.			
	1 color photograph not older than six months. This is only compulsory for children between the age of 0-12 years or if you do not appear in person at time of lodgment but have biometrical data submitted in a previous Schengen visa application within the last 59 months which can be reused.			
	Individual travel medical insurance valid throughout the territory of the Member States and cover the entire period of your intended stay or transit. The minimum coverage of costs of at least EUR 30 000 which could arise as a result of emergency medical assistance, emergency hospitalization or medical repatriation.			
	Copy of flight ticket or flight reservation including return flight.			
	Valid residence permit in any of the countries within the Embassy's coverage area, valid for at least 3 months from the date of intended departure from the territory of the Member States.			
	Proof of accommodation or proof of sufficient financial means to cover accommodation expenses.			
	Copy of birth certificate.			
	Copy of both parents' ID-cards.			
	Certified bank statement (covering the last three months) of parent(s)/guardians(s)/sponsors.			
	Written consent letter from both parents certified by notary if the child is travelling alone, or from the parent that is not accompanying the child when travelling. The letter should include the parent(s)' telephone and e-mail contacts.			

Embassy of Sweden

2024-07-24

	If either one of the parents is absent or deceased, this must be evidenced by the information on the birth certificate or a death certificate or a Court Order for the custody.			
	If the legal guardian is someone other than the biological parent as stated in the birth certificate, a custody order must be submitted proving the legal guardianship.			
	A letter from the school containing the child's name, name of parents, grade, number of years at school, dates of school holidays, contact details, date and name of school representative.			
	If the child is travelling with a group: a complete list of names of all group members travelling and name of person in charge of the group.			

Information for the applicant on terms and conditions:

- The application must be submitted **15 days before the start of the intended visit**. Applications can also be submitted up to 6 months before the intended travel.
- Applications shall be decided on within 15 calendar days of the date of the lodging of an application which is admissible in accordance with Article 10 and Article 19. That period may be extended up to a maximum of 45 calendar days in individual cases, notably when further examination of the application is deemed necessary. **Please note that the days are counted from when the Embassy has received the application and not when the application was lodged at VFS Global!**
- All submitted documents must be in English or in Swedish.
- Further information or documentary evidence in support of your application may be required as well as an interview. It is therefore important that you provide accurate contact details.

Declaration – Applicant and VFS staff to sign (please tick relevant section)

Applicant's documents are:

- ☐ Complete
- ☐ Not Complete

1. The remarks have been completed along with the applicant
2. Applicant has been advised that failure to submit all necessary documents may result in the application being refused but has chosen to proceed with the application.

Name & Signature of the Submission officer at VFS: _____

I (name of parental authority/legal guardian.), _____, confirm that I have read the information above. I also confirm that the information/documents provided by me are authentic and that the Embassy can make a decision based on the information provided in the minor's application.

Parental authority/legal guardian signature: _____

Telephone: _____

Email: _____

Date: _____

Internal VFS

Name & Signature of the Biometric officer: _____

Name & Signature of the Data Entry officer: _____