

CHECKLIST FOR SCHENGEN VISA APPLICATION

Documents must be submitted in the same order as in the checklist. Check the boxes below, sign and submit the checklist with the application.

DOCUMENTS THAT MUST BE SUBMITTED BY ALL APPLICANTS WHEN APPLYING FOR A SCHENGEN VISA TO NORWAY

1. Cover letter from Application Portal or, if Application Portal not used, duly completed application form, dated and signed.
2. One passport sized photograph with a light background.
3. Original passport with validity period of at least 3 months after the projected expiry date of the visa.
4. Photocopy of passport (all pages that contain personal information, stamps, previous visas and other permits).
5. Proof of travel insurance (must be valid for the stay + a period of minimum 15 days after expected return).
6. Documents justifying purpose of trip (for details see further down)
7. Booking of a roundtrip air ticket (do not buy the ticket until a visa has been granted)
8. Proof of occupation:
Students: Confirmation from school/university
Wage earners: Work certificate, 3 most recent payslips
9. For minors only (>18 yrs): Birth certificate, parental authorization from both parents

FAILURE TO SUBMIT THE ABOVEMENTIONED DOCUMENTS CAN BE REASON FOR REFUSAL

TO JUSTIFY THE PURPOSE OF THE TRIP, THE FOLLOWING DOCUMENTS SHOULD BE SUBMITTED ACCORDINGLY

6 A: Visit of family/friend/boy-/girlfriend

- Invitation letter from reference in Norway including duration and period of your intended stay
- An original "Guarantee Form for Visit" from the sponsor in Norway
or documentation of sufficient means (bank statements, payslips)
- Proof/justification of relation (e.g. relevant birth certificates for family

visits, marriage certificates)

- Copy of relevant pages of the reference person's passport (pages showing previous visits, Norwegian residence permit if applicable)
- [Questionnaire for visiting fiancé/boyfriend/girlfriend](#)
or [questionnaire for visiting friend](#)

6 B: Business/Conference/Sports

- Invitation letter from Norwegian company/organization/institution
- Confirmation of employment/participation at conference from home company/organization/institution
- Document stating the account for expenses
- [Travel itinerary](#)

6 C: Official travel

- Verbal note from KEMLU
- Invitation letter from inviting party in Norway
- Document stating the account for expenses

6 D: Tourism

- Documentation of sufficient means (bank statements, payslips etc.)
- [Travel itinerary for the whole trip](#)
- A confirmed hotel booking

IMPORTANT

I hereby confirm that I personally have submitted this application for a visa and that all information stated in the application and the supporting documentation is true. I am aware that providing incorrect information or falsified documents deliberately are punishable acts by Norwegian law and will lead to refusal of the visa application.

Date:

Place:

Signature: