



## SCHENGEN VISA APPLICATION COVER LETTER

Photo?

See below for photo requirements

**Reference number:**

Group name:

**Requested**

Date of arrival:

Date of departure:

Number of entries:

Visa is requested for:

Visa type:

**Embassy use only**

**Granted**

Date of arrival:

Date of departure:

Number of entries:

Duration of stay:

Visa type:

Valid passp./res. permit

Financial means

Invitation

Employment letter/Payslip

Itinerary

Hotel reservation

Health insurance

- ✓ Your **signatures** below. Please read and sign this letter on the last 2 pages.
- ✓ Your **Travel document** valid at least three months after the intended date of departure from the Schengen states, containing at least two blank pages, and issued within the previous 10 years.
- ✓ Your **Biometrics**, i.e. a photograph and fingerprints. As a rule your photo and fingerprints will be recorded when you hand in your application.
- ✓ Your **Supporting documents**. Please visit the website of the location that is receiving your application for specific information.
- ✓ The **Visa application fee** - where applicable. If you paid online on ApplyVisa, the payment is registered.
- ✓ **Travel medical insurance** - where applicable

**Photo** requirements: Your photo will be recorded when you hand in your application.

If your fingerprints can be copied from a previous case – see below – then you can hand in a photo instead of having the photo recorded. Photo must be suitable for scanning, in colour, printed on photo quality paper, 35mm x 45mm, full-face view directly facing the camera, taken recently, and taken in front of a plain white background. Eyes must be open and unobscured.

If your **fingerprints** were recorded for another Schengen visa application within the last 59 months the fingerprints shall be copied from the previous application to the new application. However, in certain cases new fingerprints may have to be collected.

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## Personal

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<b>Surname(s):</b>	<b>Surname(s) at birth:</b>
<b>First name:</b>	<b>Date of birth:</b>
<b>Place of birth:</b>	<b>National identity number:</b>
<b>Original nationality:</b>	<b>Country of birth:</b>
<b>Sex:</b>	<b>Current nationality:</b>
	<b>Marital status:</b> <b>Marital status other:</b>

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## Parental auth. /legal guardian

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<b>First name:</b>	<b>Surname:</b>
<b>Address:</b>	<b>Zipcode and city:</b>
<b>Nationality:</b>	

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## Home address

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<b>Street:</b>	<b>Postal code:</b>
<b>City:</b>	<b>Country</b>
<b>Private telephone number:</b>	<b>Mobile number:</b>
	<b>E-mail address:</b>

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## EU, EEA or CH Relative

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**Related to an EU, EEA or CH citizen exercising right of free movement:**

<b>EU, EEA or CH citizen's surname:</b>	<b>EU, EEA or CH citizen's first name:</b>
<b>EU, EEA or CH citizen's date of birth:</b>	<b>EU, EEA or CH citizen's nationality:</b>
<b>EU, EEA or CH citizen's number of passport:</b>	<b>EU, EEA or CH citizen's relationship:</b>

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## Current occupation

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<b>Current occupation:</b>	<b>Title/Description:</b>
<b>Employer/School's name:</b>	<b>Employer/School's address:</b>
<b>Employer/School's postal code:</b>	<b>Employer/School's city:</b>
<b>Employer/School's country:</b>	<b>Employer/School's telephone no:</b>

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## Travel document

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<b>Type of passport:</b>	<b>Number of passport:</b>
<b>Issued by country:</b>	<b>Issued by:</b>
<b>Date of issue:</b>	<b>Valid until:</b>

**Do you reside in a country other than the country of your current nationality?**

**If you reside in a country other than the country of your current nationality, have you permission to return to that country?**

<b>Residence permit no (optional):</b>	<b>Residence permit valid until:</b>
<b>Entry permit for the final country of destination:</b>	
<b>Issued by:</b>	<b>Valid from:</b> <b>Valid until:</b>

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### Previous cases

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**Previous visa cases in Denmark or other Schengen states:**

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### Biometric details

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**Finger print collected before:**

**Date:**

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### Purpose of travel

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**Purpose of travel:**

**Other:**

**Secondary purpose of travel:**

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### Visa

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**Type of visa:**

**Main destination:**

**Secondary main destination:**

**Number of entries requested:**

**Duration of stay:**

**Date of arrival:**

**Date of departure:**

**Border of first entry:**

**Cost of travelling and living covered:**

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### Host

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**Digital invitation:**

**Invitation ID:**

**Host details (only first two shown):**

The above data was supplied by me for this visa application.

Place and date

Signature (for minors, signature of custodian/guardian)

Place and date

Signature (for minors, signature of custodian/guardian)