



Bangko-260115-1016

## 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  
Employm. 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.
- ✓ Applications shall be lodged as a rule, **no later than 15 calendar days before the start of the intended visit**.

**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

<b>Surname:</b>	<b>Surname at birth (former surname(s)):</b>	
<b>First name:</b>	<b>Date of birth:</b>	
<b>Place of birth:</b>	<b>National identity number:</b>	
<b>Nationality at birth:</b>	<b>Country of birth:</b>	
<b>Other nationalities:</b>	<b>Current nationality:</b>	
<b>Sex:</b>	<b>Civil status:</b>	<b>Civil status other:</b>

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### Parental auth. /legal guardian

<b>First name:</b>	<b>Surname:</b>
<b>Address:</b>	<b>Zipcode and city:</b>
<b>Nationality:</b>	<b>E-mail address:</b>
<b>Telephone number:</b>	

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### Home address

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

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### EU, EEA or CH Relative or UK national who is a Withdrawal Agreement beneficiary

**Related to an EU, EEA or CH citizen exercising right of free movement or UK national  
who is a Withdrawal Agreement beneficiary:**

<b>Surname:</b>	<b>First name:</b>
<b>Date of birth:</b>	<b>Nationality:</b>
<b>Number of passport:</b>	<b>Relationship:</b>
	<b>Other:</b>

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### Current occupation

<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

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

**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>
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<b>Entry permit for the final country of destination: Issued by:</b>	<b>Valid from:</b>	<b>Valid until:</b>
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**Biometric details**

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**Fingerprints collected before:****Date:****Visa sticker number, if known:**

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**Purpose of the journey**

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**Purpose of the journey:****Other:****Other purpose(s) of journey, if applicable:****Additional information on purpose of stay:**

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**Travel plan**

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**Type of visa:****Member State of main destination:****Other Member States of destination, if applicable:****Number of entries requested:****Intended date of arrival of the first intended stay in the Schengen area:****Intended date of departure from the Schengen area after the first intended stay:****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):**

Surname and first name of the person filling in the application form, if different from the applicant:

Address and email address of the person filling in the application form:

Telephone no.:

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

Place and date
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Signature (for minors, signature of custodian/guardian)
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Place and date

Signature (for minors, signature of custodian/guardian)