



ROYAL NORWEGIAN EMBASSY

Abu Dhabi

FAMILY AND FRIENDS VISA DOCUMENT CHECKLIST

You must hand in the **VISA APPLICATION FORM** (Schengen.pdf) signed and the **RECEIPT** from the online portal (udi.no) when you submit all the necessary documents, otherwise, the application may be rejected.

- All documents must be translated into English or Norwegian
- A4 format copy of each of the documents and with no staples and pins.

Please print out the document and sign below.

Attach the Document Checklist to your application and **deliver the application in following order:**

	Document requirements (A4 format)	Submitted	Not submitted
1	Signed visa application form (Schengen.pdf) and the receipt from the UDI Portal (www.udi.no/en)		
2	Original current passport. Passport must be valid at least 3 months beyond intended travel, issued within the previous 10 years, and containing at least two blank pages. And copy of biodata page from passport.		
3	One passport photo of the applicant with white background (not older than six months). Do not staple or glue the picture to the application form		
4	Copy of valid residence permit in United Arab Emirates (UAE) Residence permit valid three months beyond the intended date of departure from the territory of the Member States or, for GCC citizens, a UAE-ID-card, valid for three months after the intended departure date from the territory of the Member States.		
5	Proof of financial means: Bank statements for the past three months signed and stamped by the bank or any verifiable evidence of sufficient means of subsistence during the intended stay, e.g. salary slips for the past three months. Other financial commitments, such as ownership of property and savings.		
6	Sponsor for visitors: When you are going to visit Norway, you must document that you have enough money to finance your stay and for the return journey. If you do not have enough money yourself, the person you will be visiting will have to provide a sponsorship form. See www.udi.no for information about the sponsorship form		
7	Invitation letter stating the purpose and length of the visit, the relation between the applicant and the inviting party/reference and who will bear the travel and living costs. See www.udi.no for information about the		

	invitation letter		
8	Documentation of relationship. If visiting family, documents confirming the relationship (parents/siblings/children etc) eg birth certificate, marriage certificate		
9	Valid travel medical insurance for the duration of the stay in Schengen area with a minimum coverage of EURO 30.000.		
10	Flight reservation (round trip, maximum 90 days) Note: Do not purchase the ticket until visa has been granted		
11	Other supporting documents; <ul style="list-style-type: none"> • Copy of family member(s) residence permit in the UAE (If applicable) • Information of length of residence in the UAE (How long you have been residing in the UAE) • For students: proof/certificate of enrolment or valid student card. • For employees: original letter from employer stating the applicant's employment status, position, length of contract and salary. • Self-employed persons: Valid original trade license 		

Necessary additional documents for children under 18 travelling with one or none of the parents/legal guardian:

- proof of consent by one parent if you are travelling with the other
- copy of the non-travelling parent(s) passport(s)
- if the parent you are travelling with has sole custody: Copy of the Court order establishing family relationship or guardianship for the purpose of the intended detailed trip
- if travelling with none: an affidavit from both parents with details of the planned trip and name of sponsors/guardians during the trip
- proof of enrolment at school

The Embassy may contact the applicant to request additional information/documentation and to interview the applicant.

<p>I hereby confirm that I personally, have submitted this application for a visa and that all information stated in the applications is correct. False information/documents may lead to expulsion from the whole Schengen area.</p> <p>I have been informed about the documents I have not submitted and I understand that my application can be rejected if I do not hand in all required documents</p>		
Date:	Place:	Signature

For VFS staff:

APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED TOGETHER WITH APPLICANT.

.....
City and Date

.....
(Signature of VFS staff)