



## ROYAL NORWEGIAN EMBASSY

Abu Dhabi

### FAMILY AND FRIENDS VISA DOCUMENT CHECKLIST

You must hand in the **COVER LETTER** signed and the **RECEIPT** from the application portal 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	<b>Cover letter and application form.</b> Both must be signed.		
2	<b>Original current passport.</b> Passport must be valid at least 3 months beyond intended travel, issued within the previous 10 years, and containing at least two blank pages.  <b>And copy</b> of bio data page		
3	One passport photo not older than six months. <b><i>Do not staple or glue the pictures to the application form</i></b>		
4	Copy of valid residence permit in United Arab Emirate (UAE)		
5	Bank statements for the past three months or any verifiable evidence of sufficient means of subsistence during the intended stay, e.g. salary slips for the past three months		
6	Copy of UDI guarantee form for visit (attested by the police in Norway) if the reference is guaranteeing for the cost of travel and stay.  If covering the cost of the visit yourself, you need to document to have NOK 500 per day/person e.g. in the form bank statement or a wage specification/salary slip for the past three months		
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		
8	<b>Documentation of relationship if visiting family.</b> Documents confirming the relationship (parents/siblings/children etc) eg birth certificate, marriage certificate		

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UAE

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Enquiries to:  
emb.abudhabi@mfa.no

9	Travel medical insurance for the duration of the stay in Schengen area with a minimum coverage of EURO 30.000.		
10	<b>Flight reservation:</b> Flight reservation <i><b>Do not buy the ticket until visa has been granted</b></i>		
11	<b>Supporting documents;</b> <ul style="list-style-type: none"> <li>• copy of family members residence permit in the UAE ( If applicable)</li> <li>• information of length of residence in the UAE (How long you have been residing in the UAE)</li> <li>• for students –proof of enrollment at university/valid student card</li> </ul>		

**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.**

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.

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

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)