

CHECKLIST - VISIT FAMILY IN NORWAY

IMPORTANT REMINDERS BEFORE YOUR INTERVIEW

- > Applicant should come in person for submission of application and biometric data registration.
- > Applicant must ensure that all mandatory requirements are met.
- > Applicants must submit a certified translation into English or Norwegian of all required documents.
- > Supporting documents should be submitted to strengthen the purpose of application.
- > It is the applicant's responsibility to ensure that all documents are submitted.
- > Check the boxes to confirm that you submit the required documents.
- > Remove staple wires and paper clips from your documents.
- > Photocopies must be clear, readable and no older than 6 months.
- > Visa fee is to be paid 35 EUR children/ 60 EUR adults
- > Answer the Questionnaire in English or Norwegian before your interview.
- > Bring all your ORIGINAL DOCUMENTS for checking your photocopies
- > Visa processing time is 15 days unless the case requires further scrutiny.

DATE OF APPLICATION: _____

(dd/mm/yy)

NAME OF APPLICANT: _____

Last Name

First Name

Middle Initial



MANDATORY REQUIREMENTS

- Cover Letter** must be printed from the Application Portal and signed by the applicant
- One (1) passport sized photo with white background and not older than 6 months.** Edited photos are not accepted.
Paste your photo (do not staple) on the upper right corner of the Cover Letter.
- Photocopy of Original Passport** - biopage and used pages (with visas and stamps)
Original passport should be submitted along with the application.
Passport should be valid for at least 3 months after departure from Schengen Area.
Valid passport must have at least 2 unused pages (if approved, the visa will be affixed on said page/s)
- Birth Certificate and copy of original.**
- Photocopy of passport or residence permit of your family member**
- Translated Birth Certificate of the reference in Norway and copy of original. Proof of relation.**
- Original UDI Guarantee Form for Visits plus photocopy** - stamped and signed by the Norwegian Police.
- Original Bank Certificates for at least 3 months and proof of property ownership**
- Letter of invitation informing of the purpose of stay.**
- Reservation of Roundtrip Airline Ticket Reservation** - Do not pay for/buy the ticket until a visa has been granted.
Note: If the application is approved, the visa will be issued according to your roundtrip airline ticket reservation.
- Travel Medical Insurance** - can be bought from any insurance companies;
should be valid in all Schengen States and cover the entire period of the person's intended stay or transit.
The minimum coverage shall be EUR 30,000
- Visa fee**

ADDITIONAL MANDATORY REQUIREMENTS FOR MINORS (under the age of 18)

- If travelling alone:** Translation of consent letter from both parents. Signed and sealed at Notary public office
- If travelling with only one of the parents:** Translation of consent letter from parent who is not travelling .
Signed and sealed at Notary public office
- If only one parent has the sole custody of the child:** Photocopy of Court Decision awarding custody to that one parent
- If the other parent is dead:** Photocopy of Death Certificate must be submitted.

NB: For the protection of children, the above documents will be verified and long processing time will be expected.

SUPPORTING DOCUMENTS

- Photocopies of your previous passports for the past 3 years** - biopage and used pages (with visas and stamps)
- If currently employed** submit Translation of Employment stating position, length of service, salary and duration of approved leave of absence, photocopy of company ID, and payslips for the last 3 months. Ghazet/proof membership of SSO

If self-employed

- a. Corporation - photocopies of SEC registration with attached present Articles of Incorporation and annual income
- b. Single proprietorship - Business Name Registration Certificate Gazzet, proof of membership of SSO and latest income Tax statement

If currently a student submit Translation of enrolment from the school & school ID. If you will be going on a holiday during summer or semestral break, submit a certification of reservation or certification of enrolment to prove that you are enrolled for the next school year/semester. If travelling during school year, a certificate of leave of absence from school should also be submitted

QUESTIONNAIRE

Who are you visiting? **Mother/father** **Daughter/son** **Sister/brother** **Other family**

- 1. What is your marital status? SINGLE MARRIED WIDOW (ER) DIVORCED
- 2. Do you have children? YES, how many? Where do they live?
- 3. Do you have a job? YES, since when have you been employed? _____ Income per month? _____
 IF NONE, please write other sources of income: _____
Income per month? _____
- 4. Have you had previous Schengen Visa? YES, when and where? _____
 NONE
- 5. Have you had previous visas from other countries outside Schengen Area? YES, please specify: _____
 NONE
- 6. Do you have any immediate family members in Iran? e.g. spouse, children, parents or siblings
 YES, please specify: _____
 NONE
- 7. Do you have family abroad, if so, where and how many family members?
 YES, please specify: _____
- 8. Do you plan to travel to other Schengen countries? If Yes, Where? Why? And how many days?
- 9. Have you ever been rejected by any Schengen countries? If yes, please specify.
- 10. Are any other close family applying at the same time as you?
- 11. When are you traveling to Norway and how long are you staying?
- 12. Are you applying for a single or multiple entry?

I hereby confirm that all the information stated and supporting documents are true and correct.

Signature of applicant

Place, Date

FOR EMBASSY USE ONLY

TO BE ANSWERED DURING INTERVIEW SCHEDULE

- I decided not to submit my application because of lacking documents. I am willing to rebook my appointment.**
Note: Proceed to Application Portal and **rebook your appointment**. No need to pay again.
- I decided to submit my application eventhough there are lacking documents. I am also aware that there is a risk in my visa application being rejected.**

Signature of applicant

Place, Date