

**DOCUMENT CHECKLIST SCHENGEN VISA TO NORWAY**

**List of supporting documents to be submitted by applicants in Indonesia**

**SEAFARERS**

*Please note: Holders of seafarers’ identity documents issued by Indonesian authorities are exempted from the visa requirements.

Submit all required**documents when you meet at VFS, otherwise the application may be rejected. Print out this list, tick off the boxes and sign.*

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|[ ]  **Original passport** valid for three months after the intended travel and containing at least two blank pages. Copies of the bio data page and used pages  |
|[ ]  One **photo** not older than six months, not edited ([requirements](https://www.udi.no/en/word-definitions/photopassport-photo/)) |
|[ ]  A signed print out of the **harmonised** **application form** from the [UDI online application portal](https://www.udi.no/en/system/logg-inn/)  |
|[ ]  **Travel medical insurance** valid for the entire trip and the entire Schengen area, with coverage of at least EUR 30,000, if not covered by the employer |
|[ ]  **Seaman's book[[1]](#footnote-1),** with a minimum validity of six (6) months, if relevant |
|[ ]  Information (or letter) from the maritime agency of the Schengen country where the seafarer will embark. The letter must be signed and stamped by that agency and include the following data:* Personal data: seafarer’s name and family name, place and date of birth, passport number (date of issue and date of expiry)
* the seafarer’s position on the ship (if there are several sailors, this information may be included in an attached signed and stamped list)
* name of the ship
* full itinerary:
	+ date and airport of entry into the territory of the Schengen country
	+ port of embarking
	+ duration of the seafarer’s stay on the boat
	+ port of disembarking, if applicable,
	+ date of return to Indonesia, if applicable

The maritime agency shall also indicate the name and address of the Indonesian agency that it collaborates with, which will be in charge of submitting the visa application or, that will be in charge of transporting the seafarer to the seaport upon arrival in the Schengen country where he or she is to board. |
|[ ]  If the visa application is to be submitted by an Indonesian maritime agency: letter issued by the Indonesian agency that confirms the seafarer(s) employment on the ship |
|[ ]  The seafarer’s work contract (photocopy) |

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| **OPTIONAL:** |
|[ ]  If you want another person to represent you during the case process, you can give the person a [Power of Attorney](https://www.udi.no/en/word-definitions/power-of-attorney--authorisation-/)  |
|[ ]  If you are applying for a long-term visa with multiple entries, we recommend that you submit your previous visas with entry/exit stamps  |
| **Applicant’s remarks (if any) and signature:**  |
| **VFS’ remarks:** |
| VFS center: Date: Signature: |

1. Holders of seafarers’ identity documents issued by a contracting party (country) to the ILO conventions no. 108 and 185 are exempted from the visa requirements. [↑](#footnote-ref-1)