

**DOCUMENT CHECKLIST SCHENGEN VISA TO ICELAND**

**List of supporting documents to be submitted by applicants in the Philippines**

**SEAFARERS**

*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 |
|[ ]  Employment contract |
|[ ]  Photocopy of the working contracts of the seafarer in order to board the ship (P.O.E.A. contract) |
|[ ]  Seaman’s book, if relevant |
|[ ]  Invitation letter from the maritime agency of the Schengen country where the sailor will join the vessel. The signed invitation must carry the agency’s seal and include the following data:* The seafarer’s full name
* Place and date of birth, passport number, seaman’s book number (if relevant), including the date of issue and period of validity
* Date of issue and period of validity of the invitation
* The seafarer’s position on the vessel (for a group of seafarers this information may be included in a signed list carrying the agency’s seal and attached to the invitation letter)
* Date and airport of entry in the territory of the Schengen countries
* Name of the vessel
* Port of boarding
* Duration of the contract
* Itinerary that the seafarer will follow to arrive in the Schengen country of destination
* The name and address of the Philippine agency that will submit the visa application and, upon the seafarer’s arrival, be in charge of transporting him to the vessel
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|[ ]  If a Philippine maritime agency submits the visa application, a letter of invitation of the Philippine agency that includes the list of the seafarer(s) and carries the stamp or seal of the local Philippine port authority. |

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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: |