



ROYAL NORWEGIAN EMBASSY

Abu Dhabi

LIST OF SUPPORTING DOCUMENTS TO BE SUBMITTED BY APPLICANTS IN PAKISTAN

You must hand in the **VISA APPLICATION FORM** (Schengen.pdf) duly *signed* and the **RECEIPT** from the online portal (udi.no) when you submit all the necessary documents. Otherwise, the application may be rejected. Please print out this list, tick off the boxes on the left and sign.

I. GENERAL REQUIREMENTS	For VFS: Submitted	NOT submitted
<input type="checkbox"/> Signed visa application form (Schengen.pdf) and the payment receipt from the UDI Portal (www.udi.no/en)		
<input type="checkbox"/> Original passport and copies of the bio data page. The passport must be valid for at least three months after the intended date of departure from Norway, contain at least two blank pages and it must be issued within the previous 10 years.		
<input type="checkbox"/> One passport photo not older than six months, not edited (requirements).		
Proof of residence: <input type="checkbox"/> For Pakistani Nationals: copy of Pakistani identity card (CNIC) <input type="checkbox"/> For non-Pakistani Nationals: proof of legal residence in Pakistan (such as long stay visa, and/or work permit).		
Proof of means of transport: <input type="checkbox"/> Flight reservation (return or round trip) from/to Pakistan; if trips include several stops in the territory of the Member States, reservations of intra-Schengen itinerary (train, flights, car rental). <i>Note: Do not purchase the ticket until visa has been granted.</i>		
Proof of accommodation: <input type="checkbox"/> reservation of accommodation for the entire duration of the stay in Norway/Schengen; or if residing with family, friends and sponsor, proof of sponsorship and/or private accommodation (for more information Sponsor for visitors - UDI).		
<input type="checkbox"/> Proof of ties to the country: Family Registration Certificate (FRC) issued in English by NADRA (Pakistan National Database and Registration Authority).		
Proof of financial means: <input type="checkbox"/> Bank statements showing movements in the last six months, duly signed and stamped by the bank; <input type="checkbox"/> National Tax Number Certificate (or proof of exemption if applicable); <i>and</i> <input type="checkbox"/> Federal Board of Revenue acknowledgement of tax returns for the last two fiscal years before the application date. Or, if one of the above cannot be produced, other proof, supported by documents, of income generating assets or other means of subsistence as applicable.		

<input type="checkbox"/> Valid travel medical insurance for the duration of the stay in Schengen area with a minimum coverage of EURO 30.000.		
<p>Other supporting documents related to financial means or ties with country of residence, depending on the status of the applicant:</p> <p><u>If employed:</u></p> <input type="checkbox"/> Pay slips for the last three months before the application date; <input type="checkbox"/> Copy of employment letter/contract; <input type="checkbox"/> An employer’s letter stating the approval for leave of absence, specifying the dates of absence, position and salary of the employee, duration of employment, purpose of absence, contact number of employer. <p><u>If self-employed/company owner:</u></p> <input type="checkbox"/> Certificate of registration of the company <p><u>If civil servant/government employee:</u></p> <input type="checkbox"/> Non-Objection Certificate (NOC) issued by the administration/public service employing the applicant stating the dates of the intended visit (for travel others than those for official purposes). <p><u>If retired:</u></p> <input type="checkbox"/> Pension statements for the last six months. <p><u>If minor travelling with one or none of the parents/legal guardians:</u></p> <input type="checkbox"/> Proof of consent by one (if travelling with the other except in case of a single parent having sole duly attested custody or guardianship) or two parents -in an affidavit with details of the planned trip and name of sponsors/guardians during the trip; <input type="checkbox"/> Copy of non-travelling parent(s) Pakistani identity card(s) (CNIC(s)) and passport(s). <input type="checkbox"/> Proof of enrolment at school; <input type="checkbox"/> Copy of the court order establishing family relationship or guardianship for the purpose of the intended trip. <p><u>If student:</u></p> <input type="checkbox"/> Proof of enrolment at university and student`s card.		

II. DOCUMENTS TO BE SUBMITTED DEPENDING ON THE PURPOSE OF THE TRIP	For VFS: Submitted	NOT Submitted
<p>TOURISM</p> <p><input type="checkbox"/> Travel itinerary. Detailed plan indicating the envisaged travel program; information about tourist attractions etc. that the applicant is planning to visit, including dates, transportation and hotels, and any travel companions, if applicable.</p>		
<p>VISITING FAMILY OR FRIENDS</p> <p><input type="checkbox"/> Proof of sponsorship and invitation letter from the sponsor in Norway (See Sponsor for visitors - UDI and Invitation for a visitor's visa - UDI).</p> <p><input type="checkbox"/> If visiting close relative: Proof of family relationship through a copy of the Family Registration Certificate (FRC) issued by NADRA, proof of family relationship through national civil status record.</p> <p><input type="checkbox"/> If visiting spouse: Marriage certificate (Nikah Nama) and/or Marriage Registration Certificate issued in English, by Union Council of Residence, or other proof as applicable for religious minorities.</p>		
<p>BUSINESS</p> <p><input type="checkbox"/> Invitation on company/organization letterhead detailing identity of person invited (name, position), purpose of visit (e.g. meetings, conference, factory visits), dates and itinerary (See Invitation for a visitor's visa - UDI);</p> <p><input type="checkbox"/> Documentary evidence of business relationship (copies of invoices, shipments, correspondence); or</p> <p><input type="checkbox"/> In case of participation in commercial fairs: entry tickets and/or stall booking with payment receipt; or</p> <p><input type="checkbox"/> In case the trip is intended for media reportage, copy of press card, letter of sending media organization detailing purpose of the trip and name of journalist(s) or, for freelance journalists, evidence of professional activities.</p>		

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:	Applicant 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)