

## DOCUMENT CHECKLIST SCHENGEN VISA TO NORWAY

The documents must be provided in:

- A4 format only. No staples or pins
- If not specified otherwise, copies are accepted. No supporting documents will be returned.

Print out this list, tick off the boxes in the **left column** and sign. Submit the documents in the following order:

### I. GENERAL REQUIREMENTS

	<p><b>Original passport</b> issued in the last 10 years and valid for min. 3 months after the intended travel &amp; containing at least two blank pages. For minors – please note that passport picture age and applicant age today must not be older than it is possible to make a positive ID control</p>	
	<p><b>Copy of ID-page and all used pages</b> in current passport</p>	
	<p><b>Copy of internal passport</b> (issued at age 14) including pages for biodata, foreign passport(s) issued, marital status and registration in Russia</p>	
	<p>One <b>photo</b> no older than six months, not edited (<a href="#">requirements</a>)</p>	
	<p>A signed print out of the <b>Harmonised application form</b> from the UDI online application portal</p>	
	<p><b>Travel medical insurance</b> valid for the entire trip and the entire Schengen area, with coverage of at least EUR 30,000 – <a href="#">see approved list</a></p>	
	<p>Proof of <b>funds</b> to cover the expenses of the trip (bank statements, salary slips/pension from the last three months, last tax receipt or similar). See detailed information here: <a href="#">Information to Russian citizens - UDI</a></p> <p>and/or</p> <p>your reference can fill in a <a href="#">form to sponsor your stay</a></p>	
	<p>Confirmation of <b>accommodation</b> for the entire trip (hotel reservations, rentals or accommodation provided by your host/reference person)</p>	
	<p><b>Proof of ties</b> to your country of residence, if applicable. Examples:</p> <ul style="list-style-type: none"> <li>- <b>Close family relations</b>, such as marriage, children etc.</li> <li>- <b>Occupation</b>, such as proof of employment. If self-employed: Proof of business registration, latest income tax return or/and business financial statement, contracts or similar.</li> <li>- <b>Studies</b>, proof of enrolment in school or university or a student ID.</li> <li>- <b>Financial commitments</b>, such as ownership of property and savings.</li> </ul>	

	<p><b>MINORS UNDER 18 YEARS</b></p> <ul style="list-style-type: none"> <li>- Copy of the minor's birth certificate</li> <li>- Copies of both parents' identity documents with their signatures</li> <li>- Proof of custody/consent <ul style="list-style-type: none"> <li>o If the parent/guardian you are travelling with has single custody: certificate of single custody (court decision or similar).</li> <li>o If you are travelling alone or with only one parent: legalized letter of consent, dated and signed by both parents/the parent not travelling.</li> <li>o Copy of valid Schengen visa of the parent(s) travelling with the minor for whom a visa is not applied for at the same time as the parent.</li> </ul> </li> </ul>	
	<p><b>NON-RUSSIAN NATIONALS</b></p> <p>Proof of residence in the Russian Federation valid three months beyond the intended date of departure from Schengen, or document proving that the applicant has applied for a renewal of proof of legal residence.</p> <p>If not a resident, proof of legal presence in the Russian Federation and justification for submitting visa application in the Russian Federation instead of the country of residence.</p>	
	<p><b>OPTIONAL</b></p> <p>If you want another person to represent you during the case process, you must give the person a <a href="#">power of attorney</a></p> <p>If you are applying for a long-term visa with multiple entries, we recommend that you submit your previous visas with entry/exit stamps</p>	

## II. DOCUMENTS DEPENDING ON PURPOSE OF VISIT

	<p><b>A) FAMILY/FRIEND/ROMANTIC VISITS</b></p> <p><b>Invitation letter</b> in Norwegian or English signed by your host in Norway (reference person), stating the purpose of the visit, who you will visit, length and plans.</p> <p><b>Proof of relationship</b> (birth-/marriage certificate, proof of co-habitation etc.)</p> <p>Boyfriend/girlfriend visits: Documentation of the time spent together. E.g. copy of the reference's passport including visas and entry/exit stamps.</p>	
	<p><b>B) BUSINESS/CULTURAL/SPORTS/STUDY/SCIENTIFIC/ORGANIZATIONAL VISITS/OFFICIAL VISITS</b></p> <p><b>Certificate</b> from your employer/company/organization/school in your home country, and an <b>invitation</b> in Norwegian or English from your host in Norway, introducing:</p> <ol style="list-style-type: none"> <li>1. You, your role and length of service</li> <li>2. The place and duration of the trip, the purpose and need to travel (meetings, conference, fairs, sports events, concerts, study trip etc.)</li> <li>3. The activities to be undertaken by you during the stay, and program for the visit, if applicable</li> <li>4. Short company profiles including contact details (registration number, contact person, e-mail, phone), as well as information on who will guarantee the travel expenses and who will bear the living costs.</li> </ol>	

	<p align="center"><b>C) TOURIST VISITS</b></p> <p>Your detailed day-to-day <b>itinerary</b> in Norwegian or English including travel dates, means of transport, activities, places you intend to visit in Norway (and Schengen), tourist attractions and special events, if any.</p> <p>If group tours: Confirmation of the tour package and payments. Contact information of the travel agent and list of participants.</p>	
	<p align="center"><b>D) DRIVERS</b></p> <p><b>Written request</b> from the Russian national association of carriers (ASMAP or RAS) or the national association of carriers of the Member State stating the purpose, duration and frequency of trips.</p>	

<b>Applicant's remarks</b>	<p><i>I have been made aware of the general processing time, including the additional courier lead times.</i></p> <p><i>I have been informed that all required documents must be submitted, otherwise the application may be rejected.</i></p> <p>Date: _____ Signature_____</p>
<b>VFS' remarks:</b>	<p>VFS center: _____ Date: _____ Signature_____</p>