



EMBASSY OF SWEDEN

Nairobi

2023-12-13

**Business, Conference, Fairs, Study purposes and Cultural visits**  
**Cameroon**

	<b>Required documents for residents in Cameroon travelling to Sweden</b>	<b>Check</b>
	Application for Schengen Visa –application form completed and signed.	
	Passport: <ul style="list-style-type: none"><li>• Original passport valid for travel to Sweden. The passport validity must exceed the planned stay in the Schengen Area with at least three months. The passport must have been issued within the last ten years.</li><li>• Complete photocopies of original passport, except blank pages.</li><li>• Previous passport in original if a new passport has been issued within the last year.</li></ul>	
	Proof of visa fee payment (bank deposit slip) or proof of fee exemption (if applicable).	
	Individual medical travel insurance valid in all Schengen countries for the duration of the stay, covering the costs of at least EUR 30,000 which could arise as a result of emergency medical assistance, emergency hospitalization or medical repatriation.	
	1 color photo not more than 6 months old, passport size (45 mm x 35 mm), full face and taken against a light background.	
	Applicants who submitted fingerprints in a previous application and <u>were granted a Schengen visa within the last 59 months</u> are <u>exempted</u> from resubmitting a new fingerprint.	
	Copy of national identity card.	
	For non-Cameroon nationals: Cameroonian residence permit or proof of legal stay in any other country within the Embassy's coverage area, valid at least three months beyond the planned stay in the territory of the Member States.	
	Copy of flight ticket or flight reservation including return flight.	
	If married, a marriage certificate should be submitted.	
	Birth certificate for minor children. If the certificate has been issued based on a court order, the order/decision should also be submitted.	
	If employed: <ul style="list-style-type: none"><li>- Employment certificate</li><li>- the 3 latest salary slips,</li><li>- CNPS registration (from the social security authority)</li><li>- employer's operation permit as well as the commercial registration number are required</li></ul> If self-employed: <ul style="list-style-type: none"><li>- Operation permit for present year and the previous year</li><li>- Commercial registration number</li><li>- tax registration number</li><li>- tax bill</li><li>- import license</li></ul>	

	<ul style="list-style-type: none"> <li>- the company's bank certificate for the last 3 months</li> <li>- other documents showing the nature and the extent of the operation.</li> </ul> <p>If you have a non-income employment or work:</p> <ul style="list-style-type: none"> <li>- Documents showing enough funds for living expenses should be submitted. Documents proving income from spouse or parents and a guarantee, may also be submitted, if applicable.</li> </ul>	
	Hotel booking for the entire period of stay in the Schengen area. If more than one Member States will be visited the travel should be documented by ticket bookings between the Member States or such.	
	<p>Proof of sufficient funds for the whole stay in the Schengen area.</p> <ul style="list-style-type: none"> <li>- Bank certificate for the last 3 months and if applicable a credit card extract showing recent transactions as well as other documents that can give information about your solvency (such as document of acquisition, paycheck etc.).</li> </ul>	
	<p>A personal invitation from the inviting company, commercial organization, organizer of fair or educational/sport/art/ cultural events, including information about:</p> <ul style="list-style-type: none"> <li>- the purpose of the visit</li> <li>- other documents that may support the purpose, such as invoices, business correspondence or orders showing the existence of a business relation. The requirements are also applicable for companies or organizers providing work experience.</li> </ul>	
	<p>If the purpose is participating in a conference:</p> <ul style="list-style-type: none"> <li>- confirmation of conference registration and, if applicable, receipt of the admission fee.</li> </ul>	
	<p>If you are travelling for an exam or other educational purposes or trainings:</p> <ul style="list-style-type: none"> <li>- the original degree, for the latest qualification level is required. In addition, proof of registration for the training, course or exam should be submitted.</li> </ul>	
	<p><b>Please note that the Embassy will consider your socioeconomic situation in your home country or in your country of residence if not the same. It is your responsibility to submit any other documents related to personal ties in Cameroon, such as marriage certificate, title deeds or lease agreements.</b></p>	

Please note:

- Applications can be submitted up to 6 months before the intended travel and **not less** than 15 calendar days before the intended travel. Please note that the days are counted from when the Embassy has received the application and **not** when the application was submitted at VFS Global. The transportation time between the application centers and Nairobi is published on the website of VFS Global.
- The handling time may take up to 15 days (counted from when the Embassy has received a complete application) but may take up to 45 days, if verification of documents or an interview needs to be conducted or such.
- All submitted documents must be in English or in Swedish.
- An interview may be required at the Embassy or by phone.
- Further information or documentary evidence in support of your application may be required.
- All documents are mandatory. If documents are not submitted at the time of application, they may be sent within **2 working days** to the following email address: [ambassaden.nairobi-visum@gov.se](mailto:ambassaden.nairobi-visum@gov.se). If mandatory documents, as stated in the checklists, are not received within the stipulated time, the Embassy will make a decision based on existing documentation.

I (name of applicant), \_\_\_\_\_, confirm that I have read the information above. I also confirm that the information/documents provided by me are authentic and that the Embassy can make a decision based on the information provided in my application.

Signature: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: \_\_\_\_\_ Checked by (VFS Staff initials) \_\_\_\_\_

Date: \_\_\_\_\_