

PRISTINA, KOSOVO - SWEDEN
Checklist: Visa for family and friends visit

| | |
|-------------------------|-------------------|
| Name: _____ | Contact No: _____ |
| Passport number: _____ | E-mail: _____ |
| Purpose of visit: _____ | |

- Please submit your application with the following documents.
- The original documents must be presented.
- The Embassy reserves the right to request additional information/documentation and, if deemed necessary, to interview the applicant.

Note: The application material should be placed in the following order

| | Required documents | Yes | No | Remarks |
|----|---|-----|----|---------|
| 1. | Completed, dated and signed Schengen Visa application form | | | |
| 2. | Documents from the inviting person in Sweden: <ul style="list-style-type: none"> ➤ Completely filled out form 241011 Invitation or 240011 Inbjudan (not older than 3 months): <ol style="list-style-type: none"> 1. dated and signed by the host 2. specifying the purpose and exact dates of the trip 3. Including details of the inviting and invited person ➤ Civic registration/family certificate (<i>personbevis</i>) for the relative/friend in Sweden. Such a document for the purpose of an invitation may be ordered from the Swedish Tax Agency ➤ Passport copy ➤ If the friend or relative in Sweden will pay the costs for the visit in Sweden you should enclose evidence of your friend's or relative's sufficient means of subsistence e.g. <ul style="list-style-type: none"> - the last 3 salary slips or - Bank account statements on the account turnover of the last 3 months | | | |
| 3. | Civil status certificates (max. 6 months old): <ul style="list-style-type: none"> ➤ Birth certificate (applicant) ➤ Birth or marriage certificate from Kosovo for referent/host person, if the referent is a close relative (parent, son/daughter, sibling) to the applicant. ➤ Marriage certificate (when applicable) ➤ Death certificate (for widows/widowers) ➤ Declaration on joint household | | | |
| 4. | Employed persons: <ul style="list-style-type: none"> ➤ Employment contract, signed by employer ➤ Approval of leave with specific dates corresponding with dates of the trip, signed by employer ➤ Evidence of payment of contributions to the Kosovo Pension Savings (Trusti) over the last 6 months, original or printed from webpage | | | |
| 5. | Entrepreneur/self-employed persons: <ul style="list-style-type: none"> ➤ Certificate of registration of business, including all 5 accompanying pages ➤ Certificate of payment of taxes (VAT FILER) | | | |
| 6. | Farmers: <ul style="list-style-type: none"> ➤ Proof of property ownership | | | |
| 7. | Pensioners: <ul style="list-style-type: none"> ➤ Pension statement over the last 6 months | | | |
| 8. | Students: <ul style="list-style-type: none"> ➤ Copy of valid student card / students index signed and stamped by university | | | |

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|-----|---|--|--|--|
| | <ul style="list-style-type: none"> ➤ Transcription of exams (SEMS) / copy of index with given exams | | | |
| | <ul style="list-style-type: none"> ➤ Confirmation letter of regular presence from the university/school signed and stamped by the university | | | |
| 9. | Minors (under the age 18 years): <ul style="list-style-type: none"> ➤ Both parental authorities or legal guardians are present when a minor is submitting the visa application | | | |
| | <ul style="list-style-type: none"> ➤ Exceptions to this should be made a single parent holds the parental authority alone, which should be proved with one of the following documents: <ol style="list-style-type: none"> 1. birth certificate indicating one parent and confirmation from the social authorities. 2. death certificate 3. divorce agreement or custody agreement from a court or the social authorities, Albanian original and English translation needs to be submitted. | | | |
| | <ul style="list-style-type: none"> ➤ If the child is travelling without one or both of the guardians: a written and signed consent form of the guardians/parents and copies of their passports (form provided at the VAC) | | | |
| | <ul style="list-style-type: none"> ➤ If the child is travelling with both parents but one or both of the parents already have visas: <ol style="list-style-type: none"> 1. signed confirmation that the parent already has visa and will be travelling with the child (form provided at the VAC) 2. Copy of passport and valid visa of the parent. | | | |
| | <ul style="list-style-type: none"> ➤ If the minor is travelling with another adult: copy of the passport and visa of that person | | | |
| | <ul style="list-style-type: none"> ➤ Letter from school stating that the child is attending the school and that the school approves that the child is absent during the requested period. | | | |
| 10. | Proof of sufficient funds for the entire stay: <ul style="list-style-type: none"> ➤ Bank account statement for the last 3 months, which should not be older than 10 days. | | | |
| | <ul style="list-style-type: none"> ➤ If someone else but the applicant is covering the costs for the trip, a signed confirmation about this, bank statement and passport copy of that person is required. | | | |
| 11. | Passport with at least two blank pages and valid for at least 3 months after the end of the stay. | | | |
| 12. | Copy of passport: <ul style="list-style-type: none"> ➤ Information page | | | |
| | <ul style="list-style-type: none"> ➤ All previous Schengen visas | | | |
| | <ul style="list-style-type: none"> ➤ Pages with arrival and departure stamps from Schengen countries. | | | |
| 13. | Medical travel insurance which should be: <ul style="list-style-type: none"> ➤ valid for all Schengen States | | | |
| | <ul style="list-style-type: none"> ➤ valid for the entire period of the trip (number of days and date) | | | |
| | <ul style="list-style-type: none"> ➤ containing a minimum coverage of 30.000 € for urgent medical treatment and repatriation in case of death | | | |
| 14. | Other possible documents considered necessary by the applicant | | | |

I decided to submit my application even though it is lacking mandatory documentation. I have been informed that this might result in the rejection of my visa application.

Applicant's signature

Date

Name & signature of VFS Officer

Date