

SCHENGEN VISA TO SWEDEN PURPOSE –TRANSIT/TRANSIT OF SEAFARERS

NAME OF APPLICANT: _____ DATE: _____
(First Name and Surname in block letters only) (dd/mm/yy)

CHECKLIST

The following documents are required and should be submitted to VFS Global or to the Embassy on the day of application. Photocopies must be clear and readable.. Check the boxes to confirm the submission of your documents.

REQUIRED DOCUMENTS

- ☐ **Schengen Visa Application Form** – must be completed and signed by the applicant
- ☐ One recent unedited color photograph not older than six months. This is only compulsory for children between the age of 0-12 years or if you do not appear in person at time of lodgment but have biometrical data submitted in a previous Schengen visa application within the last 59 months which can be reused.
- ☐ **Original passport** – signed by the holder, valid for 3 months after departure from the Schengen area and must have at least 2 unused pages. If your visa is approved, the visa will be affixed on the available page(s).
- ☐ **Photocopy of the biodata page of your original passport**
- ☐ **Photocopy of previous passports and past visa stamps to the Schengen countries (if any)**
- ☐ **Application fee payment receipt**

GENERAL REQUIREMENTS FOR ALL VISA APPLICANTS

- ☐ **Proof of financial means (one or more of the following documents)**
 - Recent personal bank statement or balance over the last three months
 - International credit card with a photocopy of the applicant's bank statements associated to that credit card.
- ☐ **Proof of socio-economic situation (one or more of the following documents)**
 - Job letter indicating the duration of recruitment, responsibility and salary
 - Copy of labour contract
 - Proof of social ties: Kartu Keluarga (family card), birth certificate, etc.
- ☐ **Plane ticket:** copy of the flight reservation and travel itinerary
- ☐ **Evidence of travel itineraries if visit in several Member States are planned.** Confirmation of the reservation of an organised trip or any other appropriate document indicating the envisaged travel plans.

ADDITIONAL DOCUMENTS FOR VISIT – TRANSIT

- ☐ **In case of transit through the territory of the Member States,** the applicant shall present the visa of the country to be visited after the transit, as well as the reservation of the airplane or train tickets towards its final destination.

Minors (person under 18 travelling alone or with only one parent)

- ☐ An authorisation to travel (alone or with one parent) indicating the purpose of the trip and signed by both parents/legal guardians or from the parent/guardian who does not travel, with copy of their passports or national identification cards. The signature(s) should be legalised by a notary office, or the parents/legal guardians may lodge the application and authorisation in person;
- ☐ The minor's birth certificate (photocopy).

ADDITIONAL DOCUMENTS FOR VISIT – TRANSIT OF SEAFARERS

- ☐ **Seaman's book**, with a minimum validity of 6 months, if relevant.
- ☐ **Information (or letter) from the maritime agency** of the Member State where the seafarer will embark. The letter must be signed and stamped by that agency and include the following data:
 - Personal data: seafarer's name and family name, place and date of birth, passport number (date of issue and date of expiry),
 - the seafarer's position on the ship (if there are several sailors, this information may be included in an attached signed and stamped list),
 - name of the ship,
 - full itinerary:
 - date and airport of entry into the territory of the Member States
 - port of embarking
 - duration of the seafarer's stay on the boat
 - port of disembarking, if applicable
 - date of return to Indonesia, if applicable.

The maritime agency shall also indicate the name and address of the Indonesian agency that it collaborates with, which will be in charge of submitting the visa application or, that will be in charge of transporting the seafarer to the seaport upon arrival in the Member State where he or she is to board.

- ☐ **If the visa application is to be submitted by an Indonesian maritime agency:** letter issued by the Indonesian agency that confirms the seafarer(s) employment on the ship.
- ☐ **The seafarer's work contract** (photocopy).

Applicants who have left their fingerprints within the last 59 months can submit their application through a third party via power of attorney without being present at the VFS in person only if the applicant is able to provide a copy of previous Schengen visa sticker. The following documents are required for submission together with the documents stated on this checklist.

- ☐ **Previous Schengen visa sticker during the last 59 months**
- ☐ **Power of attorney in original** – completed and signed power of attorney in Swedish/English given to a third party on the applicant's behalf stating the purpose required. Copy of ID must be provided from the third party together with power of attorney

Minors under 18 years old - only under special circumstances where the applicant is not required to show up in person, the application can be submitted through a third party with completed and signed power of attorney from the applicant's legal custodian in Swedish/English stating the purpose required. Copy of ID must be provided from the third party together with power of attorney. This only applies to minors who were already above 12 years old when they left their fingerprints for a Schengen visa application and was granted the visa. Applications cannot be submitted through a third party for minors between the age of 0-12 years.

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- ☐ Only applicable if biometrics has been obtained within the last 59 months and new biometrics is submitted. VFS has informed me that it is voluntary to submit new biometrics, but I still choose to do so.
- ☐ I decided to submit my application even though there are lacking documents. If missing documents are not submitted within one day after submission, application might be decided on the existing documents submitted.

(Signature of applicant and date)

Signature of legal custodian if minor is under 18 years old

PROCESSING TIME

The processing time is 15 days. The period may be extended up to a maximum of 45 days in individual cases, notably when further scrutiny of the application is needed.

For further information, please <https://visa.vfsglobal.com/idn/en/swe/> or email info.swd@vfshelpline.com

Contact number +62 21 5095 7975

IMPORTANT ADVISORY

- For minors under the age of 18, either one of the parents or the legal custodian must be present during time of application. If not, a power of attorney must be given from the parents/legal custodian to a third party stating the purpose required
- Do not staple or glue documents.

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Comments from VFS officer (if any)