

**Checklist for Applicants under Directive 2004/38/EC**

<p>Name: _____</p> <p>Name of Travel Agent (if any) _____</p> <p>Passport Number: _____</p>	<p>Contact No.: _____</p> <p>E-mail Address: _____</p>
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Supporting documents shall be translated in English, Finnish or Swedish and shall be presented in the following order. Originals shall be presented in Visa Application Centre. Please be prepared to show original documents at the VAC, but submit only photocopies of documents. The Embassy does not return any other documents to applicant than passports.

Required Documents	Original	Copy	Remarks (if document is missing or if the condition does not meet requirements)
<b>Valid travel document</b> and one photocopy of it. Travel documents issued 10 years prior to the date of submitting the application are not accepted. The travel document must be valid at least three months after the completion of the journey. Travel document must contain two blank pages.			
<b>Schengen visa application form</b> duly completed, dated and signed by the applicant. <b>Recent colour passport photograph</b> , which fulfills ICAO standards (taken within the past six months, white or light background, neutral face expression).			
<b>Valid UK residence permit.</b>			
<b>Family member's passport or ID card.</b>			
<b>Marriage certificate, full birth certificate or other reliable proof of family relationship.</b>			
<b>Proof of travelling with or to join the EU, EEA or Swiss family member</b> (free choice proof, e.g. flight or hotel reservations, letter from the family member etc.)			

Applicant to choose as appropriate:

- ☐ I have understood that I have to submit the above-mentioned missing documents to the Finnish embassy by \_\_\_\_\_. I accept by signing this form that the matter will be decided without the requested documents and that the decision may be to my disadvantage, if I will not submit the documents by the date noted above. (Visa code 810/2009 article 23)
- ☐ I do not intend to submit the above-mentioned documents to the Finnish Embassy/Consulate.

Note: The Embassy / Consulate reserves the right to request additional information/documentation and, if deemed necessary, to interview the applicant.

VISA Fee	
Service Fee	
Courier Fee (if any)	
Other Fees	

\_\_\_\_\_  
Name and signature of submission officer

\_\_\_\_\_  
Signature of applicant