



CHECKLIST FOR TOURISM

Documents to be provided by all visa applicants must be in English.	YES	NO
<ul style="list-style-type: none">Application form duly completed, legible, and signed (in case of children under 18, the application form should be signed by both parents/ legal guardian; in case of applicants under 18, written consent of their legal guardian should be presented)		
<ul style="list-style-type: none">One recent passport size photograph White background and neutral expression necessary (taken not more than 6months ago), no head covering acceptable except for religious reasons		
<ul style="list-style-type: none">Original passport with UAE residence permit and the Emirates ID card, all valid for at least three months longer than the intended stay. The passport must have been issued within the last 10 years, must be in a good shape and have at least 2 empty pages. The applicant needs to provide a photocopy of the identity page of the passport, the UAE residence permit, Emirates ID card and any previous Schengen visas from the last 3 years		
<ul style="list-style-type: none">Letter from an employer and /or a sponsor in original stating designation, date of employment, and salary and purpose of visit along with the company stamp and signature from an authorized signatory;; if the sponsor is a natural person (except for a family member), a verified signature or a common signature with the sponsor's passport and residence visa copy attached.If the applicant is an owner of a company or a partner, original Company Trade license and a copy should be presented, along the NOC letter on the company letterhead with original stamp and sign		
<ul style="list-style-type: none">Proof of sufficient financial means to cover the period of your intended stay, i.e., a bank statement for the last six months showing regular income. The bank statement must show the applicant's name, and be stamped on ALL pages by the bank's representative. Please note that cash will not be accepted as a proof of fundsSponsors bank statement to be submitted at all times even if the applicant is travelling alone		
<ul style="list-style-type: none">Flight ticket reservation (including the return trip, the original ticket may be required at the collection of the visa)		
<ul style="list-style-type: none">Confirmed hotel reservation for the whole duration of stay. The confirmation needs to be issued directly by the hotel/guesthouse and clearly state the visa applicant's full name, dates of accommodation, the hotel address and contact details		
<ul style="list-style-type: none">Travel insurance certificate for the whole period of stay, including the information on Terms and Conditions, and area of coverage should mention either Worldwide OR Schengen. The insurance should cover all medical expenses including emergency hospital treatment and repatriation for the period of your stay in the Schengen area (coverage at least 30.000 EUR). The travel insurance certificate shall be signed and stamped by the insurance company representative		
<ul style="list-style-type: none">Detailed travel plan, if the applicant is travelling to more than one Schengen area country, including the information on means of transport (flight reservations, train connections, etc.) and accommodation (confirmed hotel)		
<ul style="list-style-type: none">If an invitation verified by the Czech Immigration Police is presented, it can replace some of the supporting documents (financial means, accommodation).		
<ul style="list-style-type: none">Other original document(s) proving the purpose of travel, if applicable a tour voucher, a medical report in case of medical reasons, official letters from receiving (and sending) institution if study reasons, a letter from the inviting person if visiting family or friendsMarriage Certificate – Original and CopyBirth Certificate – Original and Copy		

Please note:

- Complete set of documents for each applicant needs to be submitted while making an application even if applying together
- Applicants will be required to submit their biometrics (fingerprints, digital photo) at the time of application.
- For children registered in parent's passport, a separate application form has to be submitted.
- EU citizen's family members - The above requirements do not apply to accompanying or following family members of EU citizens. EU citizen family members need to present an original document. Proving their relation to the EU citizen, a copy of the EU citizen's passport and a proof of accompanying or joining the EU citizen in the Schengen.

Remarks: _____

Applicant's Signature: _____

VFS Officer's Signature: _____

ATTENTION:

The Czech Republic Embassy has the right to ask any other additional documents it consider necessary, and may call the applicant for an interview. In all cases the visa fee is non-refundable.