

Checklist for Visiting Family or Friends (Cairo)

Name: _____	Purpose of Visit: _____
Passport Number: _____	Contact No.: _____
	E-mail Address: _____

Prepare all the necessary documents listed below before you deliver the application, **otherwise the application might be refused by the Embassy of Finland in Cairo**. The required documents have to be translated into English or Finnish in a separate document according to the instructions below.

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

Required Documents/		Yes	No	Remarks
1.	Visa application form, signed by the applicant (if minor, signed by both parents or legal guardians), accompanied by one color photograph with the following specifications: passport type, light color background, 47mm ×36mm, dating from the last 6 months			
2.	Passport and one copy of the identification page. Passport must be valid at least 90 days after the expiration of visa and not older than 10 years. Passport must have at least two consecutive blank pages. Damaged travel documents cannot be accepted. Passport need to have stamps which prove that applicant stays legally in Egypt. First time traveller or in case of former passport loss: Certificate from the Mogamma covering the past 7 years			

3.	<p><u>Signed invitation letter (not older than 3 months)</u></p> <p>For a private visit the invitation can be written in free form. It must include details of the inviting (host) person (name, address and contact information, date of birth) and the following information of the invited (visitor) person: name, date of birth, address and contact information, passport number, purpose and length of visit, mentioning if the guest is a relative, friend etc. Invitation letters do not need to be notarized in Finland.</p> <p>If the inviter is not a Finnish citizen, a copy of the inviter's passport and valid residence permit are required.</p> <p>Family members</p> <ul style="list-style-type: none"> • Notary Certificate with English translation, both legalized by the MFA of Egypt, stating the family relation between inviter and the invitee and a copy thereof or • Extract from the Population Register of Finland if family member is registered there and • A copy of the ID page of the passport holder of family member living in Finland 			
4.	<p>Financial guarantee by the sponsor</p> <p><u>If the sponsor lives in the country of destination</u></p> <ul style="list-style-type: none"> • Proof of a regular income over the last 3 months, or • A declaration of guarantee 			

5.	<p><u>Proof of solvency of the applicant:</u></p> <ul style="list-style-type: none"> • Bank statement from the last 6 months. <p><u>For employees:</u></p> <ul style="list-style-type: none"> • Copy of the business license of the employing company. • Employment certificate (in English or in Arabic with English translation) on official company paper with stamp, signature, date and clearly mentioning: • address, telephone and fax numbers of the employing company • the name of the applicant, position, salary and years of service • approval of leave or absence. • name and position of the countersigning officer <p><u>Company owners</u></p> <ul style="list-style-type: none"> • Original of commercial register and tax card with English translation and a copy thereof <p><u>For retired person:</u></p> <ul style="list-style-type: none"> • Certificate of retirement and a copy thereof <p><u>For unemployed adults:</u></p> <ul style="list-style-type: none"> • Unemployment certificate • Proof of income of spouse and certificate of marriage. • or any other proof of regular income. 			
6.	<p>For minors (under 18): If travelling with one parent or legal guardian: Signed consent to travel from the non-travelling party and copy of the passport</p> <p><u>Enrolment document/ Student card & Original letter of the school:</u> mentioning:</p> <ul style="list-style-type: none"> • full address, telephone number of the school • permission for absence • name and function of the person giving the permission 			
7.	<p>Travel medical insurance, original or one copy of the certificate from the travel insurance companies accepted by Schengen Embassies in Cairo</p> <p>Travel insurance must be valid in the Schengen area and for the entire duration of stay in the Schengen area. The insurance must have minimum coverage of 30.000 euro and cover costs of any emergency medical treatment and repatriation for medical reasons as well as in case of death repatriation of the deceased</p>			

8.	Flight Reservation. Attention: The ticket should be bought only after the visa has been issued!			
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Note: The Embassy reserves the right to request additional information/documentation and, if deemed necessary, to interview the applicant

- The applicant has confirmed that s/he has no other documents to submit
- The applicant has submitted the supporting documents above. I have advised him / her that failure to submit all necessary documents may result in the application being refused, but s/he has chosen to proceed with the application.

VISA Fee			
Service Fee			
Courier Fee (If aany)			
Other Fees			

Name & Signature of Processing Officer

Date

Applicant’s Signature