

MALTA PROVISION OF SERVICE VISA CHECKLIST		YES	NO
1	Application Form duly filled in and signed by the applicant.		
2	Two recent passport size photographs in colour with white background (3.5cm by 4.5cm). Please do not staple the photographs to the application form.		
3	Passport/Travel document must:		
	a) Have a validity of at least 3 months after the intended stay;		
	b) Have been issued within the previous 10 years and the validity must not exceed 10 years; and		
	c) Have 2 blank pages.		
4	Photocopy of all Passport pages.		
5	Adhaar card (along with a photocopy)		
5	If the provision of service requires specific skills/qualifications the possession of such skills/qualifications has to be demonstrated. Original Education certificates have to be certified by the Ministry of External Affairs.		
6	A copy of a valid Employment License granted by the Malta Employment and Training Centre. For more information please visit the website www.etc.gov.mt		
7	Documentation proving the economic status of the sending Company.		
	a) Registration Certificate of Company.		
	b) Bank Statement of the last 6 months.		
8	Letter from Indian Company or Institution, explaining purpose of the visit, professional status of applicant and details regarding activities and business relation with the Maltese company. The letter must include a guarantee that the worker would return to India after the completion of their service. The letter must be signed by the authorized person, whose name and charge must be clearly identified.		
9	Copy of contract entered into between the sending and the receiving company.		
10	Proof of Accommodation.		
11	Original bank statement for last six months and income tax return for the past three years		
12	Travel Itinerary with travel dates, including a return flight reservation or ticket.		
13	Overseas travel medical insurance valid for all Schengen countries. The insurance has to cover the applicant for at least 30,000 Euros or equivalent, for all risks e.g. accident, illness, medical emergency, evacuation etc. The policy has to clearly specify the period of validity and has to cover the entire duration of the trip including the date of arrival and departure.		

NOTE: The High Commission reserves the right to request further documentation. Original Documents must be presented during the personal interview with the visa officer

Name:

Passport number:

Visa fee

Comments if any

Vfs staff name:

Date:

*** No document should be printed back to back.**