

MALTA BUSINESS VISA CHECKLIST		YES	NO
<i>* No documents should be printed back to back</i>			
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		
	c) Have at least 2 blank pages		
4	Overseas Travel Medical Insurance valid for all Schengen countries. The insurance has to cover the applicant for at least 30,000 Euros or equivalent. 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. For this purpose, Insurance may only be purchased from one of 16 Schengen recognized Insurance Companies in India.		
5	Travel Itinerary with travel dates , including Return Flight Reservations.		
6	Documentation providing the Economic Status of the sending and receiving company/institution/individual:		
	a) Copy of Registration Certificate		
	b) Bank Statements for the last 3 months.		
7	Letter of Invitation from the inviting company, explaining purpose of visit, professional status of the applicant/s and details regarding activities and business relations with the Indian Company.		
8	Covering letter from sending company , explaining purpose of visit, professional status of applicant/s and details regarding the activities and business relation with the Maltese company		
9	Proof of Accommodation: Either i) A Hotel Booking OR ii) Declaration of Proof signed by the invitee and endorsed by a Notary + photocopy of invitee's ID Card or Passport		
10	Individual's Proof of Sufficient Funds – salary slips OR letter from the bank OR bank statements (signed and stamped) for the last 3 months.		
11	Photocopy of Passport (empty pages need not be copied)		

i) The High Commission reserves the right to request further documentation and/or personal interview.

ii) Submission of the above documentation does not guarantee that a visa is granted

iii) Documents should be submitted in original. Should you wish to keep originals kindly include an A4 photocopy too but bring originals when submitting applications.