



The following documents are required when applying for a visa. However, The Danish Immigration Service and the Embassy may ask for additional documentation at any time in order to process the application. Please be informed that the application may be refused if supporting documents are not handed in together with the application. If missing supporting documents are not presented promptly (within 5 days of submission), the Embassy may refuse the visa application. The decision will normally take place within 15 calendar days, provided all required documentation is handed in. The period may be extended up to a maximum of 60 calendar days in individual cases, if further scrutiny of the application is needed and is submitted to the Danish Immigration Service.

| Checklist | Type of document |
|--------------------------|---|
| <input type="checkbox"/> | One completed printed and signed ApplyVisa-cover letter. Signature must match the one in your passport |
| <input type="checkbox"/> | Current passport should be valid for at least three months beyond the intended duration of stay in the Schengen area. The passport must have at least two blank pages to affix the visa. |
| <input type="checkbox"/> | Previous passports - if any previous Schengen visas and stamps |
| <input type="checkbox"/> | UK residence card/sticker (original UK residence permit must be shown at VFS). The UK residence permit must be valid for at least 3 month after your return date from the Schengen area. |
| <input type="checkbox"/> | Proof of sufficient funds for the stay in the host country. Original recent Bank Statement (covering the last 3 calendar months. The last transaction must be no more than 1 month old) (if recent Bank Statement is not available online printouts or mini statement together with original Bank Statement showing name and account number will be accepted), Recent Credit Card statement showing credit limit or Savings Account statement or Traveller's Cheques. Must have your name, as it appears in your passport, printed on it. |
| <input type="checkbox"/> | Round-trip bookings: Flight bookings, ferry bookings etc. Must show your name (as it appears in your passport), must cover your trip in the Schengen area. |
| <input type="checkbox"/> | Proof of purpose of visit <ol style="list-style-type: none"> Visit to family or friends: VU2 Invitation from host: The online invitation form is available on www.nyidenmark.dk. (Invitation ID must be submitted on the application form). The invitation MUST state the exact dates of the visit, not a general time frame. Your host must submit a copy of his/her passport data page and residence permit (if applicable). Tourism: Accommodation reservation. Must show your name (as it appears in your passport), must cover each day of your stay in the Schengen area. If the bookings are in the name of a travel companion, a signed, dated letter of support must be submitted along with a copy of this person's passport data page. Business/Conferences: Original signed letter from foreign business partner. You may also use the business invitation form VU1. The letter must explain the nature and duration of stay and number of entries required. Special for Conferences: confirmation with paid registration fee. |
| <input type="checkbox"/> | Round-trip bookings: Flight bookings, ferry bookings etc. Must show your name (as it appears in your passport), must cover your trip in the Schengen area. |
| <input type="checkbox"/> | Travel Insurance: The insurance must cover emergency medical expenses, hospitalization and repatriation (also in case of death) - minimum EU 30,000. Must show your name (as it appears in your passport), must cover each day of your stay in the Schengen area. |
| <input type="checkbox"/> | Evidence of occupation OR student status <ul style="list-style-type: none"> Employed: Original letter from your employer confirming your start date and continued employment or original recent payslip. If you are self-employed: Original letter from a solicitor, accountant or Companies House confirming self-employment status Student (including children under 18): Original letter of enrolment from educational institution indicating start and end date of your studies. Must be dated, signed and cannot be more than 1 month old. Must be on letterhead. |
| <input type="checkbox"/> | In case of minors (< 18 years) traveling: <ul style="list-style-type: none"> If the minor is traveling with only one parent, written consent of the other parent or guardian, except in cases of a parent having sole custody or guardianship of the minor. Documentation of custody must also be provided. If the minor travels alone (without parents), written consent (including contact details) from both parents or guardians having custody of the minor. A photocopy of both parents' passports. If not, copies of the ID cards (with signature) of the parents. Original birth certificate for the minor Note: If minor traveling with one parent. All the above documents of the other parent required. |
| <input type="checkbox"/> | Family member of EU/EEA citizen: <ul style="list-style-type: none"> The EU/EEA citizen's original passport Original UK residence card based on EU/EEA family member (if not clear bring Home Office Letter) Original marriage certificate or birth certificate Applying as family member of EEA citizen: bring flight reservation |