



<b>TOURIST VISA CHECKLIST</b>		<b>YES</b>	<b>NO</b>
1	Visa application form completed online, printed and signed by the applicant.		
2	<b>Two photos</b> (size 35mm x 45 mm) must be taken in last 6 month and it should be on white background.		
3	<b>Passport</b> with a period of validity extending at least three month after the intended date of departure from Latvia or other Member State, containing at least two blank pages, and issued within the previous ten years. Copies of the identification pages and the pages that contain information about previously issued visas.		
4	<b>Travel medical insurance</b> valid for the whole Schengen area and covering the entire period of the intended visit in the Schengen area and additional 15 days - "the period of grace". The minimum coverage of 30,000 EUR including the costs of urgent medical attention and/or emergency hospital treatment in case of an illness as well as repatriation in the event of death. Medical insurance policy can be obtained in applicant's country of residence, or in any other country, or taken out by the inviting person. It is important that the insurance meets all the above requirements		
5	<b>Round trip tickets:</b> The flight tickets must be bought and confirmed by the airway company.		
6	<b>Proof of accommodation:</b> <input type="checkbox"/> Hotel booking and proof of sufficient means to pay for the accommodation. <input type="checkbox"/> Hotel booking is not required if the accommodation is included in the Invitation.		
7	<b>Proof of sufficient financial means:</b> <input type="checkbox"/> Original private bank account statement showing the movements during the last three months, duly stamped and signed by the bank; <input type="checkbox"/> Indian income tax return acknowledgment for the last two assessment years. <b>If the applicant is employed</b> <input type="checkbox"/> pay slips for the last three months; <input type="checkbox"/> employment contract; <input type="checkbox"/> employer's statement on approval for holidays; <b>If the applicant is a company owner or self-employed</b> <input type="checkbox"/> certificate of registration of the company; <b>If the applicant is sponsored</b> <input type="checkbox"/> proof of sponsorship and/or information on the Invitation; <b>If the applicant is retired</b> <input type="checkbox"/> pension statements for the last three months; <input type="checkbox"/> Proof of regular income generated by ownership of property or business.		
8	<b>If the applicant is a minor</b> <input type="checkbox"/> If the minor travels with one parent only, written consent certified by public notary of the other parent or guardian, except in cases of a parent having the care or custody alone; <input type="checkbox"/> If the minor travels without parents, written consent certified by public notary of both parents or guardians having the care and custody of the applicant; <input type="checkbox"/> Copies of the passport of the parents. If not applicable, birth certificate of the applicant and copies of the ID cards of the parents.		
9	<b>Journeys undertaken for the purpose of tourism</b> <input type="checkbox"/> Certificate of the travel agency confirming the booking of an organized trip or any other appropriate document indicating the envisaged travel plans; <input type="checkbox"/> Marriage certificate, if applicant is married and cannot provide evidence of marital status in the passport; <input type="checkbox"/> copy of the ration card, if applicable.		

**Note:** Applicant could be asked for additional documents by The Embassy of Republic of Latvia, New Delhi.  
**The visa fee according to Schengen regulations is non-refundable.**

REMARKS

**Applicant/Agent Name:** .....

**Signature:** ...

**VFS Staff Name:** .....

**Signature:** ...

**Date:** .....