

## Greece – Checklist for a Visa

	<b>List of required documents</b>	<b>YES/NO</b>	<b>Remarks</b>
<b>1</b>	<b>Visa application form:</b> <b>One application form for each person duly completed and signed in page 3 &amp; 4.</b> Note: <b>For children</b> under 18 years old, <b>both parents</b> must sign the application form <b>page 3 &amp; 4</b> . Passport copies of the father and mother have to be attached.		
<b>2</b>	<b>1 recent passport photograph</b> Note: Passport size with white or plain light color background, frontal view (3,5x 4,5cm); (not older than 6 months).		
<b>3</b>	<b>Original passport and one copy.</b> Passport should be <b>valid for at least six (6)</b> months from the date of visa issuance. Also a copy of previous visas (Schengen, USA, UK, Canada, e.g.). In case of holding a foreign passport, a Residence Permit with a validity exceeding three months after your scheduled return. Passport validity should be less than 10 years from the issue date till the submission date.		
<b>4</b>	<b>Financial means of employer:</b> Original stamped Up-to-date personal bank account statement for the last 3 months stamped by the Bank. Please note that letter from the bank stating only the balance is not valid. International credit cards, saving books, proof of retirement benefits or deeds of real State property in Lebanon / Europe.		
<b>5</b>	<b>Travel health insurance:</b> Covering all Schengen countries, with a company having an assistance office within the Schengen area, (min. coverage €300000), including medical treatment, emergency admission to hospital and repatriation.		
<b>6</b>	<b>A Employer's letter :</b> ➤ <b>For employee:</b> employment letter(stating the date of employment, attestation of salary, duration of leave and employer's guarantee of resuming functions after return to Lebanon+ copy of commercial circular ➤ <b>For Student:</b> letter from School OR university + ID ➤ Reason for the trip of the <b>housemaid</b> and employer's guarantee of resuming functions after return to Lebanon+ copy of the work permit ➤ <b>For freelance:</b> Copy of commercial circular if registered or invoices. ➤ <b>For self-employed:</b> Recent proof of registration of the company + commercial circular		
<b>7</b>	<b>Hotel booking</b> covering the duration of stay / invitation or proof of ownership of property in Greece. Full name and address, phone and fax number, as well as city and city code of hotel/host must be also written in the application.		
<b>8</b>	<b>Ticket</b> Copy of flight ticket or flight reservation to final destination, including return flight.		
<b>9</b>	<b>Family Register</b> Translated to English / French Or Greek.		

### SPECIFIC CASES:

<b>10</b>	<b>Organized tours:</b> Detailed itinerary		
<b>11</b>	<b>Honeymoon:</b> Proof of wedding expenses		
<b>12</b>	<b>Minors:</b> Parental consent from Both(Mother & Father) signed from <b>Notary</b> + School certificate		

**Please note:**

- Any Lebanese applicant who has a residency abroad , and working there should apply in the country of residency
- Applicant must attend by person to submit their biometrics (fingerprints, Digital photo) at the time of application.
- Documents in Arabic must be translated into English, French or Greek language.
- Each child needs a possession of his own passport and not registered in parent's passport.
- Visa processing time require a minimum of 15 days and above.
- Papers submitted by the applicant will not be returned back / and in all cases the visa fee is non-refundable.
- The Embassy reserves the right to ask for additional documents.
- The applicant may be requested to appear in the Embassy for interview.

**Remarks:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Date:** \_\_\_\_\_

**Applicants Signature:** \_\_\_\_\_

**VFS Officer Signature:** \_\_\_\_\_