

	<b>Tourist</b>	Yes	No
1	Completed and signed application form for Schengen visa, as set out in Annex I of the Visa Code. An application is to be completed online at <a href="https://visa.vrm.lt/epm">https://visa.vrm.lt/epm</a>		
2	Valid travel document satisfying the following criteria: <ul style="list-style-type: none"> <li>• Its validity shall extend at least three months after the intended date of departure from the territory of the Member States or, in the case of several visits, after the last intended date of departure from the territory of the Member States;</li> <li>• It shall contain at least two blank pages;</li> <li>• It shall have been issued within the previous 10 years.</li> </ul>		
3	Document proving Travel medical insurance Travel medical insurance shall cover any expenses which might arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment or death, during their stay(s) on the territory of the Member States. The insurance shall be valid throughout the territory of the Member States and cover the entire period of the person's intended stay or transit. The minimum coverage shall be EUR 30 000.		
4	Flight / travel reservations or other proof of intended transport.		
5	Confirmed proof of accommodation depending on purpose of journey for the entire period of stay stay (e.g. document from the establishment providing accommodation, rental of holiday home, proof of private accommodation (invitation) from the host or any other appropriate document indicating the accommodation envisaged in accordance with the legislation of the Member State concerned).		
6	Copy of the birth certificate; The consent of the parental authority or legal guardian, irrespective of the age of majority in the country of residence. Consent of the parental authority or legal guardian should be required only if the minor travels alone or only with one parent. Exceptions should be made to this if the single parent with whom the minor is to travel holds the parental authority alone (i.e. in cases where the other parent has deceased or been deprived of custody, e.g. a death certificate of the other parent or a court degree vesting custody exclusively in the parent who is signing the application would be requested); Copy of the valid Schengen visa of the parent(s) travelling with the minor for whom a visa is not applied at the same time with the parent(s).		
7	Non-Nigrian nationals, proof of legal residence in the Federal Republic of Nigeria in line with federal legislation (e.g. residence permit, long-term visa), valid for at least three months after the planned return from the territory of the Member States or a document proving that the applicant has applied for a renewal of proof of legal residence. If not resident, proof of legal presence in the Federal Republic of Nigeria and justification for submitting visa application in the Federal Republic of Nigeria instead of the country of residence.		
8	Proof of employment: <ul style="list-style-type: none"> <li>• Tax Clearance Certificate (TCC) and Certificate of Business Incorporation paper for businesspersons;</li> <li>• Employment letter stating the days of leave for employees;</li> <li>• For scholars (professors, scholarship-holders, lecturers, instructors, etc.) and students, letter from school or university;</li> </ul>		
9	Verifiable evidence of sufficient means of subsistence during intended stay such as: personal bank statement on the account turnover during the last three months; proof of regular income e.g. salary slips of the last three months (or similar); Regular income generated by property.		

10	<p>Proof of the itinerary (e.g. a confirmation of the booking of an organised trip or any other appropriate document indicating the envisaged travel plans such as a reserved return ticket); if not available, adequate written description of the planned journey.</p> <p>3) Any proof of ties in Nigeria (e.g. marriage certificate, proof of real estate property).</p> <p>4) The following documents shall be presented by either of the categories:</p> <p><b>a) If the applicant is employed:</b></p> <ul style="list-style-type: none"> <li>• Letter Tax Clearance Certificate (TCC) and Certificate of Business Incorporation paper for businesspersons;</li> <li>• Employment letter stating the days of leave for employee;</li> </ul> <p><b>b) If the applicant is employed by or is owner of a private company:</b></p> <ul style="list-style-type: none"> <li>• The company registration in the Chamber of Commerce and a copy of the bulletin of the Trade Register;</li> <li>• Proof of commercial activities in Nigeria and overseas for businesspersons (e.g. bills of lading, receipt book);</li> <li>• Statement of taxes payment.</li> </ul> <p><b>c) If the applicant is a scholar (professor, scholarship-holder, lecturer, instructor) and student:</b></p> <ul style="list-style-type: none"> <li>• Letter from school or university confirming current occupation, valid student certificate issued by school or university,</li> </ul> <p style="padding-left: 40px;">d) If the applicant is a farmer:</p> <ul style="list-style-type: none"> <li>• Farmer certificate issued by a Chamber of Agriculture.</li> </ul> <p>e) If the applicant is retired:</p> <ul style="list-style-type: none"> <li>• Proof of pension/pay (e.g. bank account statement, retirement book).</li> </ul>		
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**ATTENTION**

**Pursuant to Article 23 of Visa Act, visa applications may be concluded in 15 calendar days following the date Embassy begins evaluating them. However, in some cases, this process may be extended up to 30 days or 60 days.**

**In some exceptional cases, Embassy may demand additional documents in addition to aforementioned ones. Visa application fee is nonrefundable.**

**Aforementioned documents must be up-to-date at least one week before application date. The older documents are unacceptable.**

**Officers of VFS Global reserve their right to ask visa applicants questions about their travels during the application.**

I acknowledge that I submit my visa application in 15 days before my planned entry in Schengen Zone and therefore my application may not be concluded until my travel date.

Date

Signature

**I also acknowledge that if I fail to submit one or more of aforementioned documents, my visa application may be rejected.**

**Signature of VAC personnel**

**Signature of Applicant**