



Requirements for Application of Schengen Visa for Malta

1. Completed Visa Application Form
2. One recent passport sized colored photo
3. Valid Travel Document, the period of validity of which should exceed that of the visa by three months.
4. Valid UAE Residence visa. (90 days from the date of return).
5. Flight Booking or copy of actual flight ticket.
6. Hotel Reservation
7. Health Insurance acceptable in the Schengen Area (minimum coverage should be 30,000 Euros) and which should cover the period of validity of visa.
8. Proof of financial means such as **Original** personal bank statement for at least the past six months & copies of credit cards if any. For unemployed applicant (*housewives, children etc.*) original bank statement of the sponsor must be submitted.
9. **Original** Certificate of Employment from employer also giving allowance that the applicant will return back to the place of work bearing the original company seal/ stamp, salary mentioned and on company letter head. For unemployed applicant (*housewives, children etc.*) original NOC of the sponsor must be submitted.
10. For Minors (Under the Age of 18):
 - a) Birth Certificate of Minor
 - b) Authorization or NOC by both Parents / Legal Guardians to be signed in the presence of VFS officer
 - c) If NOC (by both parents) submitted by one parent, it should be duly notarized and attested by UAE Foreign Ministry
 - d) Copy of Passport Data page of both Parent / legal guardian
 - e) In case of guardianship, documentary evidence proving the status and duly notarized and attested by UAE ministry of foreign affairs.

In addition to the above, please provide the following documents if you are travelling for:

1. **Business Visit:**

- a) Letter of Invitation, on company letterhead, requesting for visa, mentioning purpose of visit, expected duration of stay
- b) Copy of inviter's ID or person signing the invitation letter
- c) Company bank statement in case it is covering applicant's expenses
- d) Declaration of Proof form duly notarized

2. **Family Visit:**

- a) Invitation Letter from the person in Malta
- b) A copy of the ID card or passport of the host
- c) A copy of the residence permit / visa issued in Malta, if host is a Non- EEA national.
- d) Declaration of Proof form, duly notarized

3. **Sports and Cultural Visit:**

- a) Confirmed acceptance by a Maltese sports / educational institution including details of the event and duration
- b) Declaration of Proof form, duly notarized
- c) ID copy of person signing the acceptance letter or requesting for visa issuance, from Malta

4. Study Visit:

- a) Original Letter of Acceptance by the Maltese Education Institution including details of the course, duration and fees with proof of payment.
- b) Letter from Department of Citizenship and Expatriate affairs in Malta, if course to be followed leads to a higher academic qualification.
- c) Letter from the Institute undertaking the return of student to the country of residence upon completion of the study.
- d) ID copy of person signing the acceptance letter
- e) Declaration of Proof form, duly notarized

5. Medical Visit:

- a) A Statement from Maltese Authorities or Statement by a Maltese medication organization in Malta or Statement by a Medical Doctor certifying that applicant is to undergo medical treatment in Malta.
- b) ID copy of the doctor signing the letter.

All Visa Applications must be personally submitted at the Visa Application Centre, **UAE** at:

Abu Dhabi	Dubai
Joint Visa Application Center Level B2, The Mall World Trade Centre, Khalifa Bin Zayed the 1st Street, Abu Dhabi	Joint Visa Application Center WAFI MALL, Level 2 Falcon Wing, Phase 2, Umm Hurair 2 UAE

Email: info.maltadubai@vfshelpline.com

Website: <http://www.vfsglobal.com/Malta/GCC/>

Call Center Number: +971 4 2055990

Submission time: 0900 – 1500 (Sunday – Thursday)

Passport Collection time: 0900 – 1700 (Sunday – Thursday)

Please Note:

- Visa processing could take up to 21 days. Kindly ensure all required documents are in order and procedures followed to avoid delays
- Fee per application AED 275 + VFS Service Charges payable in cash.

Remarks: _____

I hereby confirm I have taken notice about the above-mentioned information and affixing my signature below.

Applicant's Signature: _____ Date: ____/____/____ VFS Officer: _____