

Royal Norwegian Embassy – Amman
Regional Hub for Middle East and North Africa
Country: Egypt
Checklist – Visitor's Visas to Norway

List of required documents (all cases)		Yes
1	Cover letter from Application Portal Norway – https://selfservice.udi.no -signed	
2	Application form and receipt from Application Portal Norway - signed	
3	One photograph glued to the Cover letter (not older than 6 months, white background, 35 x 45 mm.)	
4	Passport valid for at least 3 months after the planned departure from Schengen with at least two blank pages.	
5	Coloured copy of passport – biodata page, validity page (if applicable) and all used pages. Include copies of former Schengen visas and Schengen entry/exit stamps for the last five years.	
6	For third country nationals in Cairo: Copy of valid residence permit (no translation needed).	
7	Bank statement and certificate in English showing movements of the applicant's account for the last three months, signed and stamped by the bank, and/or salary slips, or sponsor letter from a person you depend on (and live with), with his/her bank documentation and/or proof of other assets (ex. property).	
8	Original employment letter in English indicating position, salary and date of starting the post. Company owners: original of the commercial registry/ or tax card. Students: original proof of enrolment in school/university.	
9	Travel reservation or other proof of intended transport (do not purchase ticket, unless visa is granted). The visa will be issued according to the travel reservation.	
10	Travel medical insurance covering the period of stay with a value of at least 30,000 Euro (valid for all Schengen countries).	
11	Certificate from the Mogamma covering the last 7 years: Only for first time travellers, or in case of passport loss.	
Business / Conference / Official / Sports / Cultural visit		
1	Invitation letter in English or Norwegian from a company/organisation (stamped and signed), showing the address and contact info of the company, the purpose and duration of stay, name and position of the signatory, and person or entity who will bear the costs of the visit.	
2	Support letter from the sending company/organisation with their contact info (original).	
3	Hotel booking / proof of accommodation.	
4	Questionnaire A from Embassy/VFS website	
Family and friend visit		
1	Invitation letter , signed by the reference (the one inviting), with his/her contact info.	
2	Copy of inviting person's passport (biodata page) and Residence permit card (if applicable)	
3	Original financial guarantee form (Norway)	
4	Family extract translated into English and/or documentation of family relations to the reference (if applicable).	
5	Questionnaire B from Embassy/VFS website	
Tourism		
1	Hotel booking / proof of accommodation	
2	Travel plan/itinerary	
3	Questionnaire C from Embassy/VFS website	
Other documents (depending on the case)		
1	Consent from parents notarised by public notary /certified by the police and copy of parents' passports (for minors travelling with or without one of the parents) written in or translated to English.	

I have been informed that:

- If I do not hand in all documents on the checklist and my application is incomplete, this may lead to my application being refused. Submission of fake documents will lead to refusal of the application and expulsion from the Schengen area.
- The processing time is 15 days starting from the day the Embassy receives the application.

Applicant's signature: _____

VFS officer's signature: _____

VFS comments: _____

Application Procedures	
1	Learn about the conditions of being granted a visa at: http://www.udi.no/en/want-to-apply/visit-and-holiday/
2	Register the application at the UDI Application Portal – https://selfservice.udi.no , pay the fee and print out the Cover

	letter, application form and receipt. Gather the required documents in the checklist.
3	Meet at VFS Global's office in 44, Office #G, Second Floor, Giza Street, Giza Cairo. Contact: info.noeg@vfsglobal.com Phone: +202 3332 3015 https://www.vfsglobal.com/Norway/Egypt/
4	Submit your application at VFS from Sunday - Thursday, <i>without prior appointment</i> from 08:30-13:00. The VFS will also take your fingerprints, digital photograph and charge a service fee equivalent to 28.25 Euros, payable in cash or card per applicant.
6	Approximately two weeks later, https://www.vfsglobal.com/Norway/Egypt/Track-Your-Application.html or inquire on email or telephone to VFS about the status of your application.
7	Collect your passport with a visa or a decision letter at the VFS office from Sunday to Thursday between: 14:00 –16:00.
8	For information about how to appeal a decision, please visit the web page of UDI: https://www.udi.no/en/word-definitions/appealing-a-decision/

Notes to the Checklist	
• Please submit the documents in the order of the checklist. All documents must be A4 with no staples, stickers or torn pages. Documents smaller than A4 must be glued to an A4-page. • Documents in Arabic must be translated into English unless otherwise mentioned in the checklist. • When minors below 18 years apply for a visa, both their parents must sign the Cover letter. • For more information on supporting documents, please visit the web page for VFS: https://www.vfsglobal.com/Norway/Egypt/ or the Embassy: https://www.norway.no/Jordan	