

Photo	Visa application ROYAL NORWEGIAN EMBASSY CHECKLIST – C VISA	DUF: Date:
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SURNAME, NAME:,

Departure Kenya:Arrival Schengen:Return Schengen..... (.....

Total days:

Passport valid until:Reason for visit:

No	Documents - A4 format only	<input checked="" type="checkbox"/> Check/comments
1.	One recent passport size ID photo	<input type="checkbox"/>
	Cover letter - signed	
2.	Questionnaire – duly filled in and signed	<input type="checkbox"/>
3.	A Schengen travel medical insurance minimum coverage € 30,000 covering full period of stay	<input type="checkbox"/>
4.	Flight Reservation	<input type="checkbox"/>
5.	Letter of Invitation	<input type="checkbox"/>
6.	If private visit: Copy of host's Norwegian Residence Permit or Norwegian passport data page (+ visa)	<input type="checkbox"/>
7.	Guarantee form in original (+ copy) – duly filled in and signed or Evidence of accommodation (hotel)	<input type="checkbox"/>
8.	Letter from employer/school/organisation authorizing leave of absence - if applicable	<input type="checkbox"/>
9.	If self-employed: Registration of company, KRA PIN, certified bank statement (+form)	<input type="checkbox"/>
10	If unaccompanied minor; signed parental consent with contact and copy of both parents'/guardians IDs. For groups: Travel clearance from Ministry	<input type="checkbox"/>
11.	Certified bank statements (+form) and/or pay slips for the last three months and/or Title Deed	<input type="checkbox"/>
12.	Diplomas, Certificates, letters, photos etc.	<input type="checkbox"/>
13.	Certificate of Marriage and/or Birth of ref (and other relevant fam members documenting family ties)	<input type="checkbox"/>
14	Certificate of Birth/Marriage/Divorce if applicable	<input type="checkbox"/>
15	Kenyan ID card, Kenyan resident permit or re-entry stamp in passport for non-Kenyans, valid minimum 3 months after expiry of the visa	<input type="checkbox"/>
16	Copies of data page, expiry date if extended, any amendments, and all previous issued visa of presented passports	<input type="checkbox"/>
17	Receipt of Schengen Visa application fee	<input type="checkbox"/>
18	Passport with at least 2 (two) blank pages, valid for minimum 3 months after expiry of visa. Previous passport(s) - if any	<input type="checkbox"/>

(Comments):

Phone/Mobile: **Signature:**

Checked by (VFS Staff initials): **Date:**

Updated 23/11/2016