## Embassy of Ireland, Egypt

# Visit Family/Friend Visa Checklist



This checklist is for Applicants applying from Egypt wishing to travel to Ireland for the purposes of visiting family or a friend.

For full details required documents please see <u>Coming to visit Ireland - Immigration Service Delivery</u>.\* The Embassy reserves the right to request additional documents. **Once, complete this checklist should be submitted to <u>VFS</u>, along with all relevant documentation.** 

\*In case of any discrepancy, the website takes precedence

### **Application Details**

Application Number:	Passport Number:	
Name:	E-mail:	
Phone Number:	Submission Date:	

#### Checklist

Category	Document	Comments		Submitte	
All documents <u>must</u> be original and translated into English			Applicant	VFS	Embassy
Application Form	AVATS application summary fo	/ATS application summary form signed and dated			
Purpose of Travel Outline the purpose of your application: why you are travelling to Ireland, who you are going with and what you will do there.	Cover Letter Provide a cover letter that includes <u>all listed</u> <u>points</u> . Failure to do so will result in your application not being processed/rejected.	<ul> <li>Outline the reasons for travelling</li> <li>List anyone you are travelling with and how long you will stay in Ireland.</li> <li>State whether you have any members of your family who live in Ireland (even if you will not visit them)</li> <li>State whether you have any members of your family or friends in any EU/EEA country, Switzerland or the United Kingdom, and if so list their details.</li> <li>The place(s) you will stay while you are in Ireland.</li> <li>A description of who will pay (or help to pay) for your trip.</li> <li>State if you have ever had a visa refusal, if not, state this also.</li> <li>Your letter must also include a commitment from you that you will:</li> <li>Obey the conditions of your visa in full, not rely on public services or become a burden on the State.</li> <li>Leave Ireland before your immigration permission expires.</li> </ul>			
		Provide a signed <b>letter of invitation</b> from a reference in Ireland, this letter should include a statement of how they know you. The letter must also include a statement by your friend(s) or family member(s) that they understand you must:  Obey the conditions of your visa in full, not rely on public services or become a burden on the State. Leave Ireland before your			
	Visiting Family/ Friends	immigration permission expires.  Documentary evidence to show you are <b>related</b> to them (for example, birth certificates and marriage certificates etc.)			
		A copy of the <b>reference's passport</b> and a copy of their Irish Residence Permit (IRP), If applicable.			
Traveling with Minors	Additional Checklist	If travelling with a minor(s), confirm the additional minor checklist has been completed and is attached.			
	Applicant Bank Statement	Provide an up-to-date bank statement from applicant (even if a sponsor is helping to pay) covering the last six months.			
Financial Details Provide evidence you can fund your travel.	Sponsor Bank Statement	If a sponsor is helping to pay, provide an up-to-date bank statement covering the last six months, most recent payslips, most recent tax return document, a letter from their employer that confirms they are employed.			
	Applicant Statement of Income	Letter from Employer, pension, other official letter of income (payslips, commercial registration)			
Obligation to Return Home Provide evidence that you cannot stay in Ireland because you have obligations to return.	Letter or documentation that demonstrates you are obliged to return home	Provide a letter from your <b>employer</b> , confirming your position, how long you have been employed and the date you will return.			
		If self-employed, provide a commercial registration /tax card.			
		If you studying, provide a letter from your educational institute.  *All letters must be original, on headed paper, dated, signed and include full contact details.			
		If the above does not apply to you provide documents that demonstrate you have a <b>commitment and obligation</b> to return home (evidence of dependents, a rental lease or property ownership)			





	2 X Passport Photos			
Identity Documents	Original Current Passport If you are not an Egyptian citizen, you need to submit Egyptian residency permission which shows at least 3 months permission to remain in Egypt following your planned date of leaving Ireland.			
	Original of all previous passports.			
Order of documents	Confirm documents are in correct order	See overleaf for order in which documents must be presented. Failure to do so will result in delays in processing your application.		

Once, complete this checklist should be submitted to <u>VFS</u>, along with all relevant documentation.

#### **Applicant Declaration**

I, the applicant, confirm that this checklist has been completed and all relevant documents have been submitted. I understand that a decision will be made based on these documents. I confirm that I have ordered the documents in my application according to the list below.

Applicant Signature:

#### **Document Order of Precedence**

- 1. This Checklist
- 2. AVATS Application form
- 3. Cover letter
- 4. Statement of Income
- 5. Applicant Bank statements
- 6. Obligation to return home documents
- 7. Minor's checklist (if relevant)
- 8. Letter of Invitation from Family/Friend
- 9. Copy of Sponsor passport and IRP (if applicable)
- 10. Sponsor financial statement(if applicable)
- 11. Documentary evidence to show link of reference
- 12. Travel Itinerary
- 13. Any other relevant documentation you wish to include

#### **Additional VFS Comments**

Additional Embassy Comments		

Please Note: This checklist is intended as a guide only. It is not exhaustive and additional documents may be required.

It is the applicant's responsibility to ensure they have understood the application process and have submitted all documentation that is required.

All information related to visas can be found at www.lrishImmigration.ie



