

Schengen Visa Application Document Checklist Family Member of a Citizen of the European Union

Core EU family members refer to a spouse, children, dependent descendants, dependent parents, or dependent grandparents of an individual holding EU citizenship. An applicant is eligible to apply for an 'EU family member visa' if the individual is a core family member of an EU citizen.

Applicants submitting an application for a Schengen Visa as a core family member of an EU citizen are requested to provide the following documentation:

1. Application Form

Filled in and signed by the applicant.

2. A Valid Passport (on behalf of applicant)

The passport should have a validity of at least three months beyond the intended stay. The passport must have at least two blank pages to affix the visa.

3. One Recent Passport Photo (3.50cm x 4.50cm)

The photo should be recent (less than 6 months old), in colour, on a white background.

4. Overseas Travel Medical Insurance – Valid for all Schengen Countries

The insurance must have a minimum coverage of €30,000 or equivalent. The policy must specify the period of validity and must cover the entire duration of stay, including dates of arrival and departure.

5. Proof of host's EU Citizenship and Country of Residence

A copy of the passport on behalf of the EU citizen inviting the applicant should be provided, together with proof of residence in the host country (such as local bank statements, a rental/lease agreement, and electricity/water bills.)

6. Proof of Relationship

- Documentation proving family ties with the EU citizen (such as marriage certificate, birth certificate).
 - **For EU citizens inviting their spouse (husband/wife):** marriage certificate registered in the European Union, with English legal translation.
 - **For EU citizens inviting their parents:** marriage certificate and birth certificate with English legal translation.
 - **For EU citizens inviting their children:** birth certificate with English legal translation. (See also, applications on behalf of minors, below).

7. Previous Visas

Photocopy of the relevant pages of previous Schengen visas (if any), including entry and exit stamps.

8. Applications on behalf of non-Libyan residents should include:

A valid residency permit issued by the competent Libyan authorities must be provided.

9. Applications on behalf of minors should include:

A copy of the passport of the parents or legal guardian. If a minor intends to travel alone or only with one parent, or absent the legal guardian, a consent form signed by the parents or legal guardian is required. Exceptions are made if the single parent with whom the minor is to travel holds the parental authority alone (such as in cases where the other parent has deceased or been deprived of custody).

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This checklist serves as a guide for visa applicants regarding the supporting documents they should provide. It is the responsibility of the applicant to ensure that they have provided appropriate documentation. Supplementary documents may be requested by the Consulate during the visa application process. An interview may also be requested. Providing all the requested documentation does not automatically result in the approval of a visa application.

The standard processing time for a visa application is 15 days. In certain cases where further information is required, the process may take longer than the standard time. It is incumbent upon the visa applicant and/or sponsor of the applicant to ensure that the application is filed appropriately in advance of the required travel to the Schengen area – and at least 15 days prior to the date of travel. Applications with dates of travel less than 15 days later will not be accepted. It is not possible for the Consulate to expedite or ‘fast-track’ applications.

Should an applicant wish to withdraw their passport during the visa application process, they may contact VFS via Info.MaltaLibya@vfshelpline.com in order to request a passport withdrawal form. The visa application will not be accepted without a passport.

VFS Officer Signature

Applicant Signature

Applicant Passport Number

Applicant Name

Date