



## List of documents for Bulgaria visa

### SERVICE VISIT

1. Invitation from inviting party on a headed paper with details of the invited person, duration and purpose of visit, stamp and signature of the responsible person (original or copy).
2. Employment certificate on a stamped headed paper which should include designation, salary, work address and phone number. Private entrepreneurs should provide copies of Federal Tax ID certificate and private entrepreneur.

If inviting party does not provide accommodation and allowance (it should be mentioned in the invitation) it is necessary to submit additional documents confirming accommodation (hotel booking) or confirmation of money availability for the trip (currency purchase certificate, traveller's cheques, bank statement, etc.) in the amount of 50 Euro per day.

**PLEASE NOTE:** This purpose of trip is applied for the following categories of applicants only – government officials from central, regional and local (municipal) authorities; members of judicial and investigation activities on the territory of Bulgaria; members of train, refrigerator and locomotive crew, postal officials, shipping agents accompanying cargo in international trains; drivers and vehicle crew members accompanying humanitarian aid cargo; journalists, etc.

*Clarification:*

1. Members of train, refrigerator and locomotive crew, postal officials as well as shipping agents accompanying cargo in international trains, who travel via the territory of Bulgaria, are issued visa as per the name lists and route sheets.
2. Drivers and vehicles crew involved in transportation of passengers and cargos between Russia and Bulgaria or via the territory of Bulgaria must provide national and international professional driving licenses and copies of these documents.

### **OBLIGATORY DOCUMENTS:**

1. **Visa application form** (please see the instructions of completing visa application form on our web-site). You can opt for visa application center service and have visa application form completed for you by professional staff.
2. **Travel passport** valid minimum 3 months after the planned trip (+ copy of its first page). Signature in the passport is mandatory for all applicants older than 14. Passport should be issued not within the last 10 years and have at least 2 blank pages (including 2 pages for each endorse child).
3. **Color photo** 3,5x 4,5 taken on the light background (in case of endorsed child photo should be also provided). The photo must be clear, full-faced with applicant facing camera directly. Face should cover 70-80% of the photo (red eyes are not acceptable). Home-made and amateur photos, as well as photos with in sunglasses will not be accepted. Please check photo requirements on our web-site. You can opt for visa application center service and make a photo at visa application center.
4. **Medical insurance** valid for Bulgaria for the entire duration of stay and with minimum coverage of 30.000 euro. You can opt for visa application center service and buy medical insurance at visa application center.
5. **Air/plane tickets** (copies) / confirmed ticket booking / vehicle documents (copies of vehicle registration, driving license, Green card and itinerary of travel in free format). If applicant is not vehicle owner there should be notarized power of attorney provided.

***It is necessary to submit a copy of birth certificate for all minor applicants.***

***If a minor travel for this purpose of travel it is necessary to submit all the documents required for travelling with minors mentioned on our web-site.***

**To make visa application processing faster please sort your supporting documents in the following order:**

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| 1. Travel passport.                                | 5. Medical insurance.                  |
| 2. Application form with a photograph stuck on it. | 6. Ticket booking (vehicle documents). |
| 3. Copy of travel passport first page.             | 7. Certificate of employment.          |
| 4. Documents confirming purpose of travel.         | 8. Financial statement.                |
|  | 9. Additional documents.               |

***After you prepare all the supporting documents please check the rules of submission here.***

### **ATTENTION:**

**The Consulate General of Bulgaria can request other additional documents if necessary and/or call applicant for an interview. Applicants who get refusal are informed about it by an official letter. They can lodge an appeal in accordance with the legislation of the Republic of Bulgaria. Please note that in case of refusal all fees are non-refundable.**