

## BUSINESS CHECKLIST

YES	NO
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1	Application Form duly filled in and signed by the applicant		
2	One passport size photograph in colour with white background, (3.5cm X 4.5cm) not older than 6 months		
3	Passport/Travel document must		
	a) Have a validity of at least 3 months after the intended stay		
	b) Have been issued within the previous 10 years		
	c) Have 2 blank pages		
4	Letter of invitation from the Croatian business partner duly signed and stamped by an authorized person of the business entity		
5	Guarantee Letter from the inviting <b>Legal person</b> Croatian company. Original should be deposited in the Ministry of Foreign Affairs of The Republic of Croatia in Zagreb or enclosed with the application		
6	Prearranged Accommodation		
7	Salary slip of the last 3 months from the employer		
8	Detailed bank account statement of the applicant and the company of the last 3 months		
9	The ITR of the last 3 years of the applicant's and the Indian company		
10	Travel Itinerary with travel dates, including a return flight reservation or ticket		
11	Overseas travel medical insurance valid for all Schengen countries. The insurance has to cover the applicant for at least 30,000 Euros or equivalent, for all risks e.g. accident, illness, medical emergency, evacuate of arrival and departure.		

Contact of applicant (Tel): \_\_\_\_\_ Email: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Passport No. \_\_\_\_\_

Date of Submission: \_\_\_\_\_ Place of Submission: \_\_\_\_\_

Signature of the applicant: \_\_\_\_\_

Accepted By: \_\_\_\_\_