



## Croatian Checklist for Tourist Schengen Visa

Documents to be submitted		YES	NO
1.	Application Form duly filled in and signed by the applicant (personal appearance is mandatory).		
2.	One recent passport size photograph in colour with white background (3.5cm X 4.5cm) not older than 6 months.		
3.	Passport/Travel document must: <ul style="list-style-type: none"> <li>• Have a validity of at least 3 months after the scheduled return</li> <li>• Have been issued within the previous 10 years</li> <li>• Have 2 blank pages</li> </ul>		
4.	Covering letter – briefly explaining your intention, your occupation, coverage of expenses.		
5.	Hotel reservations/reservation of accommodation or certificate of the travel agency of the prepaid program.		
6.	Travel Itinerary with well detailed activities/scheduled details mentioned.		
7.	Overseas travel medical insurance valid for all Schengen countries. The insurance has to cover the applicant for at least 30,000.00 EUR or equivalent, for all risks e.g. accident, illness, medical emergency, evacuate of arrival and departure.		
8.	Valid flight reservations/tickets including return trip.		
9.	Proof of financials: <ul style="list-style-type: none"> <li>• Salary slip (last 3 months)/Pension slip (last 3 months)</li> <li>• Detailed+Stamped/Original Bank Statements (last 3 months) (with salary transactions-not older than 2 weeks from the day of submission)</li> <li>• Last 3 years ITR</li> </ul>		
10.	If employed: <ul style="list-style-type: none"> <li>• Approval for holidays from Employer/NOC from employer addressed to the Croatian Embassy.</li> </ul>		
11.	If self employed: <ul style="list-style-type: none"> <li>• Certificate of Registration of the company/GST Certificate.</li> <li>• Detailed/Original Bank Statements of the Company (last 3 months).</li> <li>• Last 3 years ITR of the Company.</li> </ul>		
12.	Incase of sponsor: <ul style="list-style-type: none"> <li>• Stamped affidavit</li> <li>• Financials of the sponsor</li> <li>• Proof of relation with the sponsor</li> </ul>		
13.	<b>For MINORS:</b> (copy of birth certificate, NOC from school) <ul style="list-style-type: none"> <li>- If the minor is travelling with only one parent, written consent certified by public notary of the other parent or guardian, except in cases of a parent having sole custody or guardianship-the proof must be provided.</li> </ul>		

	<ul style="list-style-type: none"> <li>- If the minor travels alone (without parents), written consent, certified by public notary of both parents or guardian/s having custody of the minor.</li> <li>- Copy of identification document /s (with signature and photograph) of the parent/s or guardian/s having custody/guardianship of the minor.</li> <li>- Application form of the minor to be duly signed by both parents/guardians at the time of submission, unless under exception from the Embassy.</li> </ul>		
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14.	Photocopies must include: <ul style="list-style-type: none"> <li>• Copy of your valid passport pages with personal data (back and front)</li> <li>• Copy of your previous Schengen Visas</li> <li>• Copy of your valid Visas</li> </ul>		
15.	Applicant is informed that the Croatian Embassy, New Delhi reserves the right to request additional documents and/or ask the applicant to come for an interview at any time.		
16.	Letter of intention if not travelled on previous Schengen Visa.		

Remarks by VFS staff -

**To be filled by the Applicant:**

Place of submission: \_\_\_\_\_

Date of submission: \_\_\_\_\_

Signature of the Applicant:

**For VFS Staff**

Accepted by (Name): \_\_\_\_\_

Signature and date: \_\_\_\_\_