

Visa Application Checklist | Business, Cultural, Sport, Official

- All documents must be submitted in original.
- Your file must be in the exact order presented below or it will not be accepted.
- Missing documents or photocopies = incomplete file = high risk of visa refusal.
- All documents must be dated within the last three months.
- The Embassy keeps the originals in the file. If the applicant needs the originals returned, they must be accompanied by a good quality photocopy.

A. PROOF OF IDENTITY AND PERSONAL SITUATION

1. a completed, dated and signed [Visa Application Form](#)
2. A recent passport photo (35 x 45 mm format) (bare head on a light background, the face must cover 2/3 of the photo), glued to the form, not stapled.
3. The passport accompanied by a good quality photocopy of all the pages of the passport. The passport must be valid for at least 3 months beyond the expiry date of the requested visa, it must be less than 10 years old and must have at least two blank pages (for the visa).
4. Foreign nationals residing in Morocco
 - Moroccan residence card or receipt of application for renewal;
 - Civil status documents (marriage certificate, birth certificate and/or family record book or other) (to be presented as appropriate).

B. PROOF OF INTERNATIONAL MEDICAL/REPATRIATION INSURANCE

5. An international medical insurance policy in the applicant's name, valid for the entire duration of the stay in Croatia, covering possible emergency medical care and/or emergency hospitalization in Croatia with a minimum coverage of €30,000, as well as repatriation costs.

C. PROOF OF TRANSPORTATION

6. Round trip air ticket (or booking confirmation) or a one-way ticket and a ticket to a third country.

BUSINESS TRAVEL

- a. Purpose of the trip

- a mission order issued by the foreign company justifying the stay for business reasons
- invitation of the business partner established in Croatia in the form of a letter of guarantee for a foreign citizen issued by a legal entity (company, institution, sports federation, etc.), which must be notarized, and the official form of which can be downloaded here:
<https://mvep.gov.hr/UserDocsImages/files/file/obraci/JamstvenoPismoPravnaOsoba.pdf>

More information on the letter of guarantee:

<https://mvep.gov.hr/hr/konzularne-informacije/vize/postupak-izdavanja-viza/jamstveno-pismo/>

- proof of business relations with the Croatian business partner, if applicable
- tickets to trade fairs and congresses, if applicable;
- Persons invited either by state institutions or within the framework of international events of public interest organized under the auspices of the Croatian Parliament, the President of the Republic or the Croatian Government must present the invitation letter.

The invitation letter must mention in particular:

- name, surname, date and place of birth, nationality, passport number, travel number of the invited person, as well as the place of issue and period of validity of his/her passport
- the reasons for the stay in Croatia, its duration, as well as the address of the accommodation
- details of the possible coverage of the expenses of stay by the organizers
- a contact person in Croatia: name, first name, position, address and telephone number.

b. Support (if applicable)

- proof of payment of travel and living expenses by the foreign company; or
- proof of payment of travel and accommodation expenses

c. Proof of accommodation

- Confirmation of hotel reservation or proof of accommodation

d. Means of transportation

- Confirmation of a round-trip air ticket reservation;

e. Businessmen/women, traders, professionals

- original and photocopy of the company's registration in the commercial register;
- Original and copy of the company's patent for the current year;
- original and copy of the company's IGR for the current year;

- original of the applicant's personal bank statements for the last three months;
- Applicant's business card or professional designation, as applicable, and/or
- original and photocopies of the company's bank statements for the past three months; and/or
- other proof of property ownership or other means of support, as applicable.

f. Employees

- certificate of employment,
- work certificate issued by the National Social Security Fund (CNSS);
- CNSS slips for the last three months;
- original and photocopy of the company's registration in the trade register;
- originals and photocopies of the last three pay slips;
- originals of the applicant's personal bank statements for the last three months;
- original and photocopies of the company's bank statements for the last three months; and/or
- other proof of ownership of property or other means of support, as applicable.

g. Officials

- official mission order;
- certificate of employment;
- original and photocopies of the last three pay slips;
- originals and photocopies of the last three months' bank statements; and/or
- other proof of ownership of property or other means of support, as applicable