

# Visa Application Checklist | Family or Private Travel

- 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.

## D. D. SUPPORTING DOCUMENTS TO BE PRESENTED ACCORDING TO THE PURPOSE OF THE TRIP

- For private (or family) visits, as proof of the purpose of the stay, it is necessary to provide a letter of guarantee for a foreigner from a natural person, which must be authenticated at a notary's office in Croatia or at a Croatian embassy, if the guarantor is a Croatian national, or only at a notary's office, if the guarantor is a foreigner with a residence permit in Croatia.

You can download the Letter of Guarantee form here:

<https://mvep.gov.hr/UserDocsImages/files/file/obrasci/JamstvenoPismoFizickaOsoba.pdf>

Please note: only this model of invitation letter will be taken into account.

**b. Businessmen/women, traders, professionals**

- Original company registration in the commercial register;
- original articles of association of the company;
- Original company licence for the current year;
- original of the company's General Income Tax (IGR) for the current year;
- Original statement of the corporation's most recent payment of other taxes;
- Original company bank statements for the last three months;
- Original bank statements from the applicant's personal account for the last three months;
- Applicant's business card or professional designation, as applicable, and/or
- other proof of ownership of property or other means of support, as applicable (e.g., corporate ownership, real estate, farmland or land ownership).

**c. Employees**

- certificate of employment;
- work certificate issued by the CNSS (National Social Security Fund);
- CNSS slips for the last three months and salary summary certificate; and
- originals of the last three pay slips;
- Original bank statements for the last three months; and/or
- Other proof of ownership of property or other means of support, as applicable.

**d. Retirees**

- proof of pension,
- original bank statements for the past three months; and/or

- other proof of ownership of property or other means of support, as applicable.

**e. Civil Servants**

- proof of employment;
- originals of the last three pay slips;
- original bank statements for the past three months; and/or
- other proof of ownership of property or other means of support, as applicable.

**f. Farmers**

- Certificate of Farming;
- Certificate of Agricultural Title; and/or
- other proof of ownership of property or other means of support, as applicable.

**g. Minors**

- The consent of the holder of parental authority or legal guardian is required if the minor is traveling alone or with only one parent, except in cases where the single parent with whom the minor is traveling is the sole holder of parental authority;
- Original birth certificate or family record book of the parents;
- a signed and legalized document establishing the socio-professional status of the parent(s)/legal guardian(s) in accordance with the above categories; and/or
- other proof of ownership of property or other means of support, as applicable.

**h. Students**

- if a minor: authorization to leave the country from the legal representative(s), signed and legalized (this authorization must mention the civil status of the legal representative(s), the reason for the stay, the expected duration of the stay and the duration of the authorization to leave the country)
- school certificate/student card for the current year;
- original birth certificate or family record book of the parents;
- signed and legalized document establishing the socio-professional status of the parents/legal guardian(s) according to the above categories; and/or
- other proof of ownership of property or other means of support, as applicable.

**i. Unemployed persons**

- Signed and legalized care document establishing the caregiver's employment status according to the above categories, and that sponsor's bank statements for the past three months, if applicable; and/or
- Other proof of ownership of property or other means of support, as applicable.