



Croatia Checklist for Private Visit

I.	DOCUMENTS TO BE SUBMITTED	
1.	<p>Filled in and personally signed prescribed long-term visa application form – free of charge, available: https://crovisa.mvep.hr/default.aspx?langId=en Info Visas: https://mvep.gov.hr/services-for-citizens/consular-information-22802/visas-22807/22807</p> <p>For minors below the age of 18</p> <ul style="list-style-type: none"> ✓ The application form must be signed by both parents/legal guardian ✓ A form “letter of Consent” by the parents/legal guardian must be attached ✓ Passport copies of parents/legal guardian ✓ Birth certificate with an English translation 	
2.	<p>Valid travel document/Passport:</p> <ul style="list-style-type: none"> ✓ Validity of a minimum of 3 months from the date of expiry of the requested Visa ✓ Signed by passport holder ✓ Passport not older than 10 years (issued within the last 10 years) ✓ A minimum of 2 blank pages to be used for visas ✓ Previous passport if applicable 	
3.	<p>2 Coloured Photos:</p> <ul style="list-style-type: none"> ✓ Biometric photo sized 35x45 mm (glued on the application form and live photo captured by VFS) ✓ Must not be older than 6 months with white background and frontal view of the face covering 70-80% (32-26 mm) of the photo ✓ Clear facial features and eyes – not covered by hair or glasses frame ✓ Head coverings are only accepted for religious reasons <p><i>NOTE: Digitally altered passport photos cannot be accepted</i></p>	
4.	<p>Photocopies:</p> <ul style="list-style-type: none"> ✓ 1 copy of passport pages with personal data and signature of passport holder ✓ Copies of previous Schengen visas ✓ 1 copy of UAE residence permit (visa copy and Emirates ID) <p><i>IMPORTANT: valid UAE residence permit (minimum validity up to return to UAE)</i></p>	
5.	<p>Travel-health insurance:</p> <ul style="list-style-type: none"> ✓ Valid for entire duration of period of first stay and valid for all Schengen states ✓ Minimum coverage 30,000.00 EUR including repatriation <p><i>NOTE: Medical insurances linked to credit cards are NOT accepted</i></p>	
6.	<p>Flight reservation:</p> <ul style="list-style-type: none"> ✓ Valid & confirm flight reservation including return trip 	
7.	<p>Letter from local employer (Non-Objection Certificate (NOC letter)) /sponsor (not older than one month) must include:</p> <ul style="list-style-type: none"> ✓ Must be addressed to the Croatian General Consulate and signed by legal representative of the company as per Company registration ✓ Name, postal address, telephone number, position of employee ✓ Salary income of applicant ✓ Attached copy of Company Registration (Trade or Commercial licence/computer card showing legal representative(s)) <p>For students</p> <ul style="list-style-type: none"> ✓ Confirmation from the University 	

	For minors below the age of 18 ✓ Confirmation from the School	
8.	Letter of Guarantee, invited by a private person ✓ Forms, info: https://mvep.gov.hr/services-for-citizens/consular-information-22802/visas22807/issuance-procedure/letter-of-guarantee/22822	
9.	Proof of financial means of applicant ✓ Original stamped and signed personal bank statements with salary income (minimum last 3 months and not older than 2 weeks from the day of submission) <i>NOTE: In case financial means are provided by relative in direct line (parent/child) or spouse, please submit birth certificate or marriage certificate with an English translation to prove the relationship</i>	
10.	Accompanying domestic workers ✓ Must have resided in UAE not less than one year and worked for the same employer since at least 6 months ✓ Stamped original and copy of employment contract registered with the competent UAE labor authorities ✓ Duly filled out letter of guarantee signed by sponsor ✓ Passport copy of sponsor and copy of his/her Schengen visa if applicable	
11.	<i>NOTE: Kindly note that the Croatian General Consulate in Dubai reserves the right to request additional documents and/or ask applicant to come for an interview at any time</i>	
II.	REMARK to be filled out VFS staff (please tick what is applicable) ✓ Applicant travels: <input type="checkbox"/> alone <input type="checkbox"/> with family members <input type="checkbox"/> with a group as..... (specify e.g. colleague, escort, sponsor...) ✓ Applicant's documents are: <input type="checkbox"/> Complete <input type="checkbox"/> NOT complete – applicant has been informed of option to withdraw application to avoid possible refusal but wishes to submit application Remarks:	
III.	SIGNATURES and AGREEMENT a) For Visa Applicant: I HAVE READ AND AGREED TO THE TERMS AND CONDITIONS VALID FOR THE VISA APPLICATION AS PER ABOVE City and Date (signature of applicant) b) For VFS staff APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED TOGETHER WITH APPLICANT City and Date (signature VFS staff)	