

PROCEDURE FOR ACCREDITATION FOR TOURIST AGENCY 2020

Tourist agency should send the following documents directly to the Embassy of the Republic of Croatia in Jakarta, Indonesia throughout the whole year.

Documents for Accreditation:

Written Request for Accreditation

Tourism Business Licence, officially translated to English or Croatian

Agreement with the airline company or other transporters

Agreement with the Insurance Company

Approximate total number of tourists for this year which are planned to visit Croatia

Power of Attorney for the Agency Representative who will apply for visas at the Embassy of the Republic of Croatia in Jakarta, Indonesia, or at the Honorary Consulate of the Republic of Croatia or at the VFS Global and take them over, copy of his/her passport and identity card and coloured photo size 3,5x 4,5 cm with the white background.

(Only this accredited representative will be allowed to apply for visa on behalf of the tourist agency. We recommend giving the Power of Attorney to more than one person)

After the request is approved the Embassy will make a pass for representatives who will bring applications in the name of the clients at the Embassy, Honorary Consulate or VFS Global.

The Embassy will inform Visa Centers and Honorary consulates about this representatives of the accredited agency.

For issuing of representative passes we need photo and copy of identity card/passport of representative.

Extract from the Court Register (not older than 6 months) from the legal person in the Republic of Croatia with whom the tourist agency has the agreement.

Accreditation will be issued in the period of 3 years.

If any of the above information has been changed, the tourist agency should immediately inform the Embassy of the Republic of Croatia in Jakarta, Indonesia. Especially regarding following:

Termination of the agreement with the legal person in the Republic of Croatia

Concluding of the new Agreement with the legal person in the Republic of Croatia

Change of the Agency representative