

Checklist for Long Stay Visa - ESTONIA Visa Application Centre

| Applicant's Name: | Date of Birth: | Passport Number: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|--|--|--------|-------------|---------|---------------------|----------------------|----------------|------------------------|---------------------|---------------------|----------------|-----------------------|----------------------|----------------|----------------|---|--------------------|--------------------|----------------|---------------|--------------------|--------------------|----------------|-------------------|---------------------|---------------------|----------------|----------------------------------|-----------------------|----------------|----------------|--------------------------|--|--|--|--|--|
| Reference No: | Place of Submission: | Date of Submission: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Purpose of Travel: <input type="checkbox"/> Studies [9-11] <input type="checkbox"/> Short term employment [12] <input type="checkbox"/> Start-up business [13] <input type="checkbox"/> Moving to close relative [14-15] <input type="checkbox"/> Visa for teleworking [16-20] (Digital Nomad Visa) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Visa Fee: <input type="checkbox"/> Normal <input type="checkbox"/> Gratis | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| № | GENERAL REQUIREMENTS | YES | NO | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | Passport (must be valid for at least 3 months after intended departure from Schengen area; must be issued within previous 10 years; must have at least 2 blank pages) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | 1 long-term visa application form (completed, dated, signed) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | 1 recent photograph 3.5 x 4.5 cm (1.4" x 1.8") (not older than 6 months, light background, no shadows; neutral facial expression) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | Previous passport(s) with Schengen visas (if any) [X] | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | Travel medical insurance which guarantees payment of any costs related to applicant's medical treatment due to illness or injury during the validity of the visa, in the case of a multiple-stay visa until the expiry of the period of the first planned stay. As a rule, travel medical insurance must be valid for the whole period of requested visa. If applicant will be covered with Estonian health insurance (Haigekassa) after arrival to Estonia, travel medical insurance must cover only the period until Estonian health insurance (Haigekassa) insurance becomes valid. For example – if person applies visa for short-term employment, travel medical insurance must cover travel period and additionally first 14 days of working; | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | Original documents proving legal residence in the U.S. (valid US residence permit or resident visa type A, E, F, G, H, I, J, L, O, R. F visa holders must present together with visa also the form I-20 with valid travel endorsement. J visa holders must additionally present form DS-2019 (J1) with valid travel endorsement. Attention! Green card, visa and additional forms must be presented in original together with a copy. Residents of other countries provided that there isn't Estonian representation, which is handling visa applications in the country where applicant resides. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | Proof of financial means. Applicant must prove that he or she has sufficient financial means according to the purpose of stay: <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th style="width: 30%;">Purpose of the trip</th> <th style="width: 25%;">Applicant</th> <th style="width: 25%;">Spouse</th> <th style="width: 20%;">Minor child</th> </tr> </thead> <tbody> <tr> <td>Studies</td> <td>800 euros per month</td> <td>2100 euros per month</td> <td>not applicable</td> </tr> <tr> <td>Doctoral studies (PhD)</td> <td>800 euros per month</td> <td>640 euros per month</td> <td>not applicable</td> </tr> <tr> <td>Short term employment</td> <td>1,200 euros one-time</td> <td>not applicable</td> <td>not applicable</td> </tr> <tr> <td>Short term employment in Start-up company</td> <td>800 euros one-time</td> <td>640 euros one-time</td> <td>not applicable</td> </tr> <tr> <td>Seasonal work</td> <td>800 euros one-time</td> <td>640 euros one-time</td> <td>not applicable</td> </tr> <tr> <td>Start-up business</td> <td>800 euros per month</td> <td>640 euros per month</td> <td>not applicable</td> </tr> <tr> <td>Teleworking (digital nomad visa)</td> <td>4,500 euros per month</td> <td>not applicable</td> <td>not applicable</td> </tr> <tr> <td>For all other applicants</td> <td>70 euros per day (2,100 euros per month)</td> <td>70 euros per day (2,100 euros per month)</td> <td>70 euros per day (2,100 euros per month)</td> </tr> </tbody> </table> | Purpose of the trip | Applicant | Spouse | Minor child | Studies | 800 euros per month | 2100 euros per month | not applicable | Doctoral studies (PhD) | 800 euros per month | 640 euros per month | not applicable | Short term employment | 1,200 euros one-time | not applicable | not applicable | Short term employment in Start-up company | 800 euros one-time | 640 euros one-time | not applicable | Seasonal work | 800 euros one-time | 640 euros one-time | not applicable | Start-up business | 800 euros per month | 640 euros per month | not applicable | Teleworking (digital nomad visa) | 4,500 euros per month | not applicable | not applicable | For all other applicants | 70 euros per day (2,100 euros per month) | 70 euros per day (2,100 euros per month) | 70 euros per day (2,100 euros per month) | | |
| Purpose of the trip | Applicant | Spouse | Minor child | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Studies | 800 euros per month | 2100 euros per month | not applicable | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Doctoral studies (PhD) | 800 euros per month | 640 euros per month | not applicable | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Short term employment | 1,200 euros one-time | not applicable | not applicable | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Short term employment in Start-up company | 800 euros one-time | 640 euros one-time | not applicable | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Seasonal work | 800 euros one-time | 640 euros one-time | not applicable | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Start-up business | 800 euros per month | 640 euros per month | not applicable | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Teleworking (digital nomad visa) | 4,500 euros per month | not applicable | not applicable | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| For all other applicants | 70 euros per day (2,100 euros per month) | 70 euros per day (2,100 euros per month) | 70 euros per day (2,100 euros per month) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 | Visa fee | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| DOCUMENTS REQUIRED IN ACCORDANCE WITH THE PURPOSE OF TRAVEL: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| STUDIES | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9 | Confirmation of the educational institution about admission of the applicant | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 | Exchange student presents also confirmation from local educational institution, where applicant studies | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11 | Students participating in international program (i.e. Erasmus) present also confirmation from the local coordinator of the program. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SHORT-TERM EMPLOYMENT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | Printout of the confirmation of the registration of the short-term employment | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| START-UP BUSINESS | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 13 | Printout of the decision of the Startup Committee | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| MOVING TO CLOSE RELATIVE (VISITING FAMILY) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 14 | Document proving family relations (birth or marriage certificate, original and copy) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 15 | If applicant is an adult child who due to his or her health status or disability is unable to cope independently – documents proving his or her health status or disability (original and copy). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

VISA FOR TELEWORKING (DIGITAL NOMAD VISA)

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| 16 | Documents proving that the applicant's work does not depend on location and he/she can use telecommunication technology for performing his/her duties as telework | | |
| 17 | Documents proving that the applicant continues <ul style="list-style-type: none"> ○ working for an employer registered in a foreign country with whom he/she has a contractual relationship or ○ business activities for a company registered in a foreign country in which he/she has holdings or ○ providing services mainly to customers whose place of business is in a foreign country and with whom he/she has a contractual relationship; | | |
| 18 | Documents proving the applicant's legal income during six months before the submission of the application and showing the size, regularity and sources of the income. Currently the monthly income threshold is 4,500 euros (approx. 4900\$) | | |
| 19 | Description of studies and job history (CV) | | |
| 20 | The following documents can be used as a proof of facts mentioned in points 16 and 17 above: <ul style="list-style-type: none"> ○ a written explanation by the applicant regarding the intention to use the visa for teleworking; ○ a written confirmation by the employer stating that it is possible for the applicant to perform their work duties in the form of teleworking; ○ an employment contract or another contract under the law of obligations; ○ a certificate issued by a competent authority of the applicant's country of location in proof of the payment of state taxes, local taxes or social security contributions mandatory in the applicant's country of location; ○ a certificate issued by a competent authority of the company's country of registered office, indicating the name, registered office and area of activity of the company, the applicant's holdings in the company and details of the legal representatives of the company; ○ a certificate issued by a competent authority of the company's country of registered office in proof of the payment of state taxes, local taxes or social security contributions mandatory in the company's country of registered office and on the absence of tax arrears; ○ any other documents. | | |

ANY OTHER DOCUMENTS:

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| 21 | Power of Attorney for submission of the application | | |
| 22 | Copy of the ID of submitting person/representative | | |
| 23 | Second valid travel passport | | |
| 24 | Copy of the Disability certificate | | |
| 25 | School or University certificate | | |
| 26 | Employer's guaranty letter | | |
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Remarks by the VAC Staff:

Applicant's Signature:

Counter Officer's Signature:

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