

EMBASSY OF GREECE IN AMMAN

SN	BASIC REQUIEREMENTS	Yes	No
1	Completely filled and signed application form. In case of minors, both parents signature is required, in case of absence of one parent, legal authorization stamped by Police Authorities is required.		
2	Valid passport and copy. Copy of the pages including previous visas. For a married women a copy of the page where the name of the husband appears. The original previous passport is also required. If not available, copies of visas and pages of entry-exit stamps.		
3	One passport size photograph, not more than 6 months old (white background avoid white or bright clothes)		
4	Proof of compliant travel medical insurance covering the period of stay with a value of at least 30.000 Euro. Travel insurance should cover the duration of the first entry only. Travel insurance should include coverage starting at least 3 days before the planned arrival to the Schengen Area and 3 days after the intended departure from the Schengen Area, due to sudden adjustments of the flight dates of the airline companies recently. In case of multiple entry visa, new travel insurance is required for any future entries to Schengen area.		
5	Proof of sufficient financial means. Bank statement from a bank in Jordan showing movements of the applicants account for the last six months, signed and sealed by the bank, or other credible proof. In case of financial sponsorship, relevant declaration should be authorized/attested by the bank and sponsor's passport copy.		
6	Work certificate including position, salary and date of starting the post and proof of registered business (trade license and profession license رخصة المهن والسجل التجاري) For private sector employees, a letter from Social Security Corporation showing the registration number is required. For Students, a letter of enrolment issued by the educational institution is required.		
7	Reservation of hotel/other kind of accommodation in Greece. - Hotel reservations should be made either by Greek travel agencies or any online booking website. Also, Hotel reservation should include confirmation number and PIN code. - For Airbnb reservations, a confirmation email from the property owner must be sent directly to the customer.		
8	Flight reservation		
9	Copy of the valid annual Residence Permit and Work Permit for non-Jordanians. National exempted from residency rules should, submit the appropriate document from the Jordan Authority, Residence Permit should be valid for at least 3 months after leaving Schengen area.		
10	Payment of the equivalent of 90 Euros per visa, in advance, non refundable.		
11	In case applicant wish to apply in the VAC, there is a service charge of the equivalent of 20 Euros per application over and above the visa fees payable by all applicants in advance, non refundable.		

Invitations

1	Official invitation legalized by Police Authorities with personal data of the inviting person, as well as place of residence in Greece.		
2	Letter of invitation from a Greek company duly signed and sealed, showing the name and position of the signatory.		
3	Fixed appointment from a Greek doctor or hospital, with the slip of the advanced payment of the medical treatment. Also, medical reports from a Jordanian doctor or hospital.		

Notes

1	Applicants may be called for interviews to assert purpose of travel and other relevant information. Applicants may be asked to present any other document that the Embassy might deem appropriate.
2	Inquiries about visa refusals should be addressed at grecon.amn@mfa.gr only.
3	It is not required the submission of extra documents related to property and land ownership or any other assets unless it was a proof of income.

Applicant's name:

Signature:

Tel #:

Date:

Submission Officer (SO) VAC. Remarks:

SO. VAC. name and signature:

Date:

PROCEDURE

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| A. | Gather the documents |
| B. | Present them in the VAC:
From 9 am. to 3 pm. (Sunday-Thursday) except on public holidays or,
Visit the website: https://visa.vfsglobal.com/jor/en/grc/ (Schedule an appointment), or,
Email: info.greecejordan@vfshelpline.com , or call Tel. 06 400 100 4 / 079 79 22 221 |
| C. | Go in person. Your application will be checked and your finger prints as well as your digital photograph will be taken |
| D. | In case visa processing exceeds 16 working days, please inquire about your application status, or track your application through our website https://visa.vfsglobal.com/jor/en/grc/track-application |