

Hungary - Checklist for Business Visa

Date: _____

List of required documents	Check Box	Remarks
One visa application form duly filled out and signed.		
<u>Two recent photographs</u> in color, of head on, with the uncovered head for gent and white background.		
Letter of invitation of the inviting Hungarian company. (If Egyptian Co. Must be validated by the competent local authorities).		
Employer's supporting letter (Confirming the purpose of the travel, employee's salary, duration of the business trip, who is covering the travel costs.)		
Documents showing the company's foreign trade activities		
Round flight ticket or Reservation indicating the complete itinerary of the tour. If the trip has several destinations, it is also necessary to present the tickets for the trip between them.		From: _____ TO: _____
Proof of accommodation in Hungary.		
Travel assistance policy of a duration equal to that requested for visa, valid for all the countries of the Schengen space, that covers the medical expenses and of repatriation in case of accident or disease (minimum cover: € 30.000).		
Justification of the socio professional situation of the traveler. (e.g.: children(s) birth certificate, marriage certificate, degree certificate, documents about private property, employment letter)		
<u>Up-to-date</u> personal bank account statement for the last 6 months. In the absence of bank account, proof of other assets has to be provided.		
Passport valid up to <u>3 months</u> from the visa issuing date.		
<u>For foreigners</u> : a residence for non-touristic purposes is required and to be valid for 3 months after returning from Hungary		
Certificate of movements issued by the Mugamma.		
Proof of the applicant's family ties and marital status through an extract of the Kid Aely family register		
Photocopy of first page of the passport + photocopy of all visas and stamps ((Including former passports with Schengen Visas).		
Travelling alone or with another person (in case of travelling with another person his/her copy of visa must attached)		
Rejected visa application(s) before from a Schengen Member State or not		

Remarks:



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Declaration:

I have been informed that an application **without a complete set of documentation** according to above mentioned checklist may result to the rejection of my visa application. Submitting **false documents** is an automatic reason for rejection. Checking and verifying the data content and originality of the documents is **the sole responsibility of the person submitting the application**.

Please Note:

- * The visa must be applied in person.
- * All documentation must be submitted in Hungarian or English language.
- * The first day of the 15-day administrative period begins when the Embassy of Hungary received the application
- * For children registered in a parent's passport, a separate application form has to be submitted.
- * Original documents must be presented, additional photocopies may be required.
- * The visa fee is **non-refundable**.

ATTENTION: The Embassy of Hungary has the right to ask any other additional documents it considers necessary, may call the applicant for an interview, and has a contractual right of refusal without any explanation. If there is a change in the submitted reservations, the Embassy of Hungary must be informed immediately.

By signing the checklist, I agree that the authenticity of my submitted documents can be checked by the Embassy of Hungary in cooperation with the Egyptian banks and authorities.

By signing, I acknowledge that I have read and accepted the content of the checklist and I have received one sample of this document.

Data Entry: _____

Applicant signature: _____

Quality Check: _____

VFS officer signature: _____