



HUNGARY

CHECKLIST FOR BUSINESS VISA

Check Box	List of Requisite Documents	Remarks
<input type="checkbox"/>	Original application form duly completed and signed.	
<input type="checkbox"/>	Original passport with at least 2 empty pages and passport copy	
<input type="checkbox"/>	1 recent passport photograph (white background) – Not older than 6 months	
<input type="checkbox"/>	Original or copy of Travel/Medical Insurance covering the territory of the Member states of the Schengen agreement and with minimum coverage of EUR 30, 000 for medical expenses.	
<input type="checkbox"/>	Proof of Accommodation: <ul style="list-style-type: none">• Prearranged accommodation. Reservation of accommodation is accepted provided that you paid a deposit or have to pay a cancellation fee. Please note that proof of prearranged accommodation has to be presented even if it is arranged or covered by the Hungarian business partner.	
<input type="checkbox"/>	Confirmed flight reservations/booking (with either booking reference or ticket number).	
<input type="checkbox"/>	Original employment certificate duly signed and stamped by an authorized person of the business entity. Original certificate of registration in the case of the self-employed duly signed and stamped by an authorized person	
<input type="checkbox"/>	Official letter of invitation stamped and signed with the clear contact details of the inviter.	
<input type="checkbox"/>	For non-GCC nationals: <ul style="list-style-type: none">• Kuwait residence permit must be valid for 3 months upon exiting the Schengen area.• Original bank account statement of the applicant for the last six month duly signed and stamped by issuing bank. For Kuwaiti nationals: <ul style="list-style-type: none">• Kuwait residence permit must be valid for 3 months upon exiting the Schengen area.• Original bank account statement of the applicant for the last 3 months	

IMPORTANT NOTE:

- The visa must be applied in person.
- All documentation must be submitted in English or Hungarian language.
- Original documents must be presented; additional photocopies may be required.
- The Embassy of Hungary has a right to ask any other additional documents it considers necessary, or may call the applicant for an interview. If the visa application is refused, the reason will be provided as per Schengen Immigration Rules. In all cases the visa fee and service fee is nonrefundable.
- Head coverings is not permitted except for religious reasons, but facial features from bottom of chin to top of forehead and both edges of applicant's face must be clearly shown.

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. The Embassy of Hungary reserves the right to ask for an additional supporting document and does not guarantee the issue of visa.

Date: _____ Applicants Signature : _____

VFS Officer Signature: _____