

**Embassy of Hungary**  
**Checklist for Tourist Application**

<b>Name:</b>		<b>Contact Number:</b>		
<b>Passport Number:</b>		<b>Email Address:</b>		
<b>INITIAL ASSESSMENT</b>		<b>YES</b>	<b>NO</b>	<b>REMARKS</b>
1	Correct Checklist for the purpose of the travel			
2	Hungary is the main destination			
3	Have you ever applied for a Schengen visa before?			
4	Have you been denied of a Schengen visa or other visa before?			
5	All Documents must be in A4 Size paper			
<b>REQUIRED DOCUMENTS</b>		<b>YES</b>	<b>NO</b>	<b>REMARKS</b>
1	Application form ( Application for minors have to be signed by their legal guardian)			
2	One recent passport size photo (colored and white background)			
3	Passport, valid at least six (6) months beyond expiration from the date of return			
4	Passport should have (2) blank pages			
5	Passport copy; first page (passport bio-page) and old visas. For minors passport copy of the legal guardian			
6	Detailed Itinerary for the entire stay in Schengen area. ( indicating days and dates of stay in each country)			
7	Travel Insurance valid to all Schengen area( minimum coverage is EU 30,000)			
	Flight Reservation ( round trip ticket)			
	Proof of transportation according to the Itinerary (train,bus,car,plane) when travelling to other Schengen areas			
	Proof of Accomodation ( hotel reservation , Airbnb or private accomodation)			
<b>Proof of Financial means</b>				
8	Bank Certificate (Original) and 3 Months Bank Statements			
	Personal bank statements (3 months Credit card statements)			
	If company sponsored attached the 3 months bank statement and Bank Certificate			
<b>Proof of Occupation</b>				
9	<b>If employed</b>			
	Certificate of Employment (Position,salary and years/ months of tenureship)			
	Leave of Absence			
	Latest Income Tax Return			
10	<b>If Self Employed</b>			
	DTI/ SEC registration of the business			
	Business Financial Statements			
	Income Tax Return			
	Photos of the business establishment			
	Google map location. Street view			
11	<b>If Student</b>			
	Proof of enrollment			
	Certificate of leave of absences from the school			
12	<b>For Depends spouse and children</b>			
	Marriage Certificate (PSA copy)			
	Birth Certificate (PSA copy)			
	Affidavit of support and Bank statement of the sponsor			
13	<b>For minors (below 18 years old)</b>			
	Affidavit of support of both parents ( if the applicant will not travel with parents)			

	Copies of passport of the parents or the legal guardian			
	Birth Certificate (PSA copy)			
	Proof of Guardianship			
	Depart of Social Welfare and Development (DSWD) clearance			
14	<b>For Non Filipino applicants</b>			
	Copy of Alien Certificate of Registration (ACR)			
	Valid Alien Registration Card (copy)			
15	<b>Proof of return</b>			
	Proof of economic ties			
	Proof of family ties			
16	<b>Attach any documents that can support your application</b>			

1. The applicant has confirmed that s/he has other documents to submit
2. The applicant has submitted the supporting documents above. I have advised him/her that failure to submit all necessary documents may results in the application being refused, but s/he has chosen to proceed with the application.

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**Applicants Signature**

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**Visa Officer Signature**