



CULTURAL VISA CHECKLIST		YES	NO
1	Visa application form completed online, printed and signed by the applicant.		
2	Two photos (size 35mm x 45 mm) must be taken in last 6 month and it should be on white background.		
3	Passport with a period of validity extending at least three month after the intended date of departure from Latvia or other Member State, containing at least two blank pages, and issued within the previous ten years. Copies of the identification pages and the pages that contain information about previously issued visas.		
4	Travel medical insurance valid for the whole Schengen area and covering the entire period of the intended visit in the Schengen area and additional 15 days - "the period of grace". The minimum coverage of 30,000 EUR including the costs of urgent medical attention and/or emergency hospital treatment in case of an illness as well as repatriation in the event of death. Medical insurance policy can be obtained in applicant's country of residence, or in any other country, or taken out by the inviting person. It is important that the insurance meets all the above requirements.		
5	Invitation approved by the Office of Citizenship and Migration Affairs, see link http://www.pmlp.gov.lv/ The invitation should be dated not later than 6 month prior to the application date.		
6	Round trip tickets: The flight tickets must be bought and confirmed by the airway company.		
7	Proof of accommodation: - Prepaid Hotel confirmations with payment details. - Hotel booking is not required if the accommodation is included in the Invitation.		
8	Proof of sufficient financial means: - Original private bank account statement showing the movements during the last three months, duly stamped and signed by the bank; If the applicant is employed - Salary pay slips for the last three months; If the applicant is a company owner or self-employed - certificate of registration of the company; If the applicant is sponsored - proof of sponsorship and/or information on the Invitation/ Bank statement for last 3 months. If the applicant is retired - pension statements for the last three months; - proof of regular income generated by business.		
9	If the applicant is a minor - If the minor travels with one parent only, written consent certified by public notary of the other parent or guardian, except in cases of a parent having the care or custody alone; - If the minor travels without parents, written consent certified by public notary of both parents or guardians having the care and custody of the applicant; - Copies of the passport of the parents. If not applicable, birth certificate of the applicant and copies of the ID cards of the parents.		

10	Journeys undertaken for cultural, sports or religious events and for film crews Invitation, entry tickets, enrolments or programmes; For film crews: - letter of the film company specifying name, synopsis of the film and shooting locations; - complete list of names of travelling crew members along with their functions; ☐ letter from the agency in Latvia confirming arrangements for film permits; ☐ Certificate		
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Note: Applicant could be asked for additional documents or may be called for an Interview if desired by The Embassy of Republic of Latvia, New Delhi.
The visa fee, according to Schengen regulations, is non-refundable.

REMARKS

Applicant/Agent Name	:		Signature:	
VFS Staff Name	:		Signature:	
Date	:			