

 REMOTE WORK VISA CHECKLIST		YES	NO
1	Long stay visa application form completed online, printed, and signed by the applicant.		
2	One recent color photograph (size 35mm x 45 mm), taken in the last 6 months, white background.		
3	Passport with a period of validity extending at least three months after the intended date of departure from Latvia or other Schengen Member State and containing at least two blank pages. Copies of the identification pages and the pages that contain information about previously issued visas.		
4	UK residence permit or long-term visa valid until the intended departure from the UK (not required for British passport holders)		
5	Proof of sufficient financial means If the foreigner is an employee : ○ a document certifying the foreigner's current employment issued by the tax administration or social insurance institution of the UK; ○ a certificate from an employer registered in the UK about the foreigner's previous employment with this employer for at least six months, information about work amount of payment (not less than the monthly average gross salary of the employees in the previous year, applying a factor of 2.5 (according to the latest information published by the Central Statistical Office – 4213 EUR)) and the fact that the foreigner can perform his work duties remotely, if the foreigner wants to receive long-term visa for remote work. If the foreigner is a self-employed person : ○ a document issued by the tax administration of the UK, which certifies the income obtained in the last six months from the activities of a self-employed person in the amount of not less than the average monthly gross wages of the employees in the previous year, applying a factor of 2.5 (in accordance with the Central the last published information of the statistical office - 4213 EUR)		
6	Proof of accommodation in Latvia. If the stay will be at an accommodation owned by a physical person, a notarised document is required stating that the owner of the property consents to the stay and a copy of the entry into the Land Registry confirming the ownership of the property.		
7	Flight itinerary for the first entry into Latvia.		
8	Health insurance policy for one year starting with the Schengen area entry date. The minimum coverage of 42,600 EUR including the costs of urgent medical attention and/or emergency hospital treatment in case of an illness as well as medical transportation and repatriation.		
9	Visa fee of 90 EUR		

Note: The Embassy of Republic of Latvia can request additional documents at any point of the processing of the application.
The visa fee is non-refundable.

REMARKS _____

Applicant/Agent Name :

Signature:

VFS Staff Name :

Signature:

Date :