

PLEASE NOTE:

The applicant has to provide copies of all documents which cannot remain with the Embassy (e.g. passport, residence card, bank book, etc.) Supporting documents that are not in English or Lithuanian must be accompanied by a translation. Embassy of Lithuania in Japan may request additional supporting documents at any time.

This category of visa granted for those going to Lithuania to discuss with business representatives, participate in a scientific, educational, professional, or company meeting or conference

Checklist-Business

1	Visa application form duly completed in Latin characters using the Electronic Visa Application Form https://www.migracija.lt/ , printed and signed by the applicant.	
2	Passport - its validity shall extend at least 3 months after the intended date of departure from the Schengen territory; - it shall contain at least 2 blank pages; - it shall have been issued within the previous 10 years.	
3	One colour photograph 35x45 mm with white background, no older than 6 months.	
	Supporting documents	
4	Proof of residence or legal stay in Japan , if applicable A residence card (在留カード), which validity shall extend at least 3 months after the intended date of departure from the Schengen territory, or a document confirming legal stay in Japan.	
5	Travel medical insurance - covering any expenses which might arise in connection with repatriation for medical reasons, urgent medical attention and/or emergency hospital treatment or death, during applicant's stay on the territory of the Member States; - valid throughout the territory of the Member States and cover the entire period of the person's intended stay; - the minimum coverage shall be EUR 30 000. - Travel insurance should be issued either in Japan or in Schengen member state.	
6	Documents indicating the purpose of the journey - Mediation letter to issue a Schengen visa submitted electronically by inviting institution, company or organisation through the Information System of Public Services https://www.migracija.lt/app/form-wizard/mediation-letter . The applicant should indicate the number of mediation letter upon arrival at VAC.	
7	Proof of financial means Document indicating that the applicant possesses sufficient means of subsistence both for the duration of the intended stay (50 EUR per day) and for the return to his country of origin or residence, such as: - personal bank statement showing the movement of means in the last 3 months; - bank book; - proof of earnings (e.g. letter from employer confirming employment details (start date of employment, salary, role, company contact details); - if a third party is providing financial support to the applicant, e.g. a business, a friend or a relative, documents to show they have sufficient resources to support the applicant	
8	Proof of means of transport Flight reservation of return or round ticket in and out of the Schengen territory.	
9	Proof of integration into the country of residence: If employed: certification of employment; If self-employed: business registration document;	

	If a student: certification of enrollment to an educational institution; Other (e.g. proof of retirement, proof of ownership of property, family ties)	
10	If the applicant is a minor: - Birth Certificate or other legal document showing the relationship between the applicant and parents or legal guardians - Copy of parent(s) or legal guardian's passports If travelling with one parent: written consent certified by public notary of the other parent or legal guardian, except in cases of a parent having sole custody or guardianship of the minor; If travels alone (without parents): written consent, certified by public notary, of both parents or legal guardians	
11	For multiple-entry visa, proof of need to travel frequently to Lithuania and lawful use of previous Schengen visas.	

<u>Date and City</u>	<u>Deadline for supporting documents</u>	<u>VAC officer's name and signature</u>	<u>Applicant's name and signature</u>