

SEAMAN TRANSIT VISA CHECKLIST		YES	NO	NOTE
1	Application for Schengen Visa (No. 119031) attached with 1 photograph not older than six months with white background (3.5cm/4.5 cm).			
2	Original and copy of passport or some other valid travel document. If passport has been extended please enclose a copy of this page & copy of the observation page (if any).			
3	Previous Passports available – irrespective of their condition (In case lost – a note is required).			
4	Employment contract or appointment letter allowing boarding the vessel (showing duration of employment).			
5	Copy of the seafarer's working contracts/appointment letter in order to board the ship.			
6	Seaman's book, if relevant.			
7	Signed and stamped invitation from the shipping company / maritime agency of the Member state where the seafarer will join the boat. The invitation must include the following data: - the name and family name of the seafarer - the place and date of birth, passport number, seaman's book number - date of issue, period of validity of passport and the seafarer's book - the seafarer's position on the vessel (if there are several seafarers, the relevant information concerning all, can be provided in a list, signed and stamped, and annexed to the invitation letter), - the name and flag of the vessel - port and date of boarding and disembarking - itinerary that the seafarer will follow to arrive in the Member State of destination or transit (including date and entry point (airport) to the territory of the Member States). In the letter of invitation, the shipping company or maritime agency based in the Member State should indicate the name and address of the agency it is working with and that will be responsible for submitting the visa applications. The shipping company or maritime agency based in the Member State is also required to indicate that it will bear all responsibility for the seafarer upon his or her arrival in the Member State and ensure he or she boards the ship. If the visa application is presented by a shipping company/ maritime agency, a covering letter of invitation by the agency/company including the list of seafarers applying			
8	Flight reservation for a return ticket. If travelling to several Schengen States, Proof of intra-Schengen flight reservation, train itinerary or car rental.			
9	Copy of Valid Nepalese Citizenship Certificate (ID card) along with the translation.			
10	Copies of Marriage Certificate and Birth Certificates of children (alternatively: Certificate of Relationship) along with the translation.			
11	For Non-Nepalese nationals: - proof of legal stay in Nepal, valid three months beyond the date of return from the territory of the Member States. - copy of entry permit for the country to be visited after visiting the territory of the Member States, if any onward trip is planned.			
12	Documentary evidence of the applicant's professional activity: Employees: letter from employer stating monthly salary, duration of employment and approval of leave. ☐ Student: letter confirming enrolment in the college /university. ☐ Self-Employed: PAN (Permanent Account Number) registration and bank statements covering the last 6 months/ company registration proof. ☐ Retired: Pension statement for the last 3 months or proof of regular income generated by ownership of property or business. ☐			
13	Evidence of sufficient means of subsistence for the type and length of stay planned: - Bank statements stamped and signed by the bank covering the last 6 months and, if applicable ☐ - any other document that may provide information about the applicant's solvency, such as proof of property ownership ("Lalpurja") and tax clearance ☐			
14	Is applicant's travel accompanied? If Yes, mention number and names of co-travelers.			

Note: Applicant might be asked for additional documents or might be called for an interview if required by The Embassy of Sweden, New Delhi.

- The visa fee, according to the Schengen regulations, is non-refundable.
- Affidavit will not be considered as a document of evidence by the Embassy of Sweden.

REMARKS

I acknowledge that if I submit my visa application with a proposed travel date that falls within 15 calendar days of the standard processing time, the Embassy may not be able to process my application in time. As a result, the application may be rejected or written off by the Embassy.

Applicant/Agent Name :

Signature:

VFS Staff Name :

Signature:

Date :