

List of documents required for the application for a Schengen visa

DOCUMENTATION RELATING TO THE PURPOSE OF THE JOURNEY

Business trips or trips for professional reasons

Signed invitation from Member State's company to attend meetings conferences or events connected with trade, industry or work including full name of the applicant, purpose of visit, who will cover costs of travel and accommodation, company's contact details.

GENERAL REQUIREMENTS FOR ALL VISA APPLICANTS

1. **Schengen Visa Application Form** – up-to-date form filled in properly in CAPITAL LETTERS or on PC with the original signature of the applicant.
2. **Valid travel document (passport)** - valid for the whole length of stay in Schengen Area Member States. It's validity shall extend at least 3 months after the intended date of departure from the territory of the Member States and contain at least two blank pages. It should be issued within the previous 10 years. Applicant also submits a **copy of the bio data page of the passport**.
3. **Full-face coloured photograph** conform to ICAO standards- good quality, not older than 6 months, passport size dimensions of 3 x 3,5 cm.
4. **Official document proving legal stay in the State of Israel or the Palestinian Authority** valid for at least 3 more months (work permit/entry visas/passport/ID etc.).
5. **Travel Medical Insurance**

The insurance must cover any expenses, which may arise in connection with the repatriation for the medical reasons, urgent medical treatment, emergency hospital treatment or death during the stay on the territory of the Member States.

The insurance shall be valid throughout the territory of the Schengen Area Member States and cover the entire period of the applicant's intended effective stay or transit, starting from the day of entering the Schengen Area. **The minimum coverage shall be 30 000 EUR with a clear statement that it covers COVID-19.**

Applicants for a uniform visa for multiple entries must prove that they are in possession of the adequate and valid travel medical insurance covering the period of their first intended visit.

6. **Proof of accommodation**

- a) confirmation of accommodation issued by hotel or other accommodation facility booked and prepaid **for the whole period of stay in all countries** of the Schengen Area the applicant plans to visit. It has to specify the address and contact details of the facility with the name of the applicant as well as the period of stay there.
- b) **an invitation confirming that the inviting party is providing the accommodation for the applicant**
- c) **a confirmation of accommodation issued by the private person providing the accommodation in his/her own the apartment/house - if a private accommodation is provided** the applicant submits personalised invitation letter from the host with the verified signature including the full name of the applicant, purpose and length of the intended journey, address of stay in Slovakia or other Member State and contact details of the host.

The applicant should also submit a copy of ID card and bio data page of the host's passport a proof of residence of the host (Slovak ID or residence permit of the host) and relationship to property (property title deeds (list vlastníctva), rental agreements etc.)

- d) a voucher issued by the travel agency confirming the provided services.

7. Proof of solvency or any evidence of income

Document (not older than 90 days) which confirms **sufficient financial resources** of the applicant (**at least 56 EUR for 1 day**) for the whole duration of the intended stay and for the return to country of origin or residence or for the transit to a third country into which the applicant is certain to be admitted.

It can be one of the following:

- official recent **statement of the applicant's bank account showing movements of at least the last 3 months with the stamp and signature of the bank**
- proof of sponsorship: sponsorship letter (from the family member/guardian etc.) with their verified signature accompanied by (+) a recent bank account statement of the sponsor with the stamp and signature of the bank
- credit card(s) and a credit card account statement with the stamp and signature of the bank
- **a document confirming the regular income of the applicant** - salary slips, pension, , certificate of employment, work contract;
- certificate of employment

- registered proof of sponsorship and private accommodation - a letter of invitation authenticated by the competent department of Bureau of Border and Foreign Police Bureau of the Presidium of the Police Force;
- traveller's cheques;

8. Information about travel arrangements- itinerary of the trip, booking of the round-trip flights with intended dates of travel in the name of the applicant.

9. Copies of the previous Schengen visa

10. Minors (less than 18 years of age)

When the applicant is a minor under 18 years of age **both parents/legal guardians have to sign the application form of the minor.**

If a minor is travelling with one parent or alone, **written consent of parent (s)/ legal guardian (s) is mandatory** to travelling of the child. The consent letter should contain contact details of the persons giving the consent and the signature of each parent has to be verified by public notary.

Parent or guardian is **required to attach a copy of the document identifying him/her as the applicant's parent or legal guardian (proof of ties with the minor).** Parents have to submit a birth certificate of the minor applicant in English or Slovak translation and copy of the bio data page of the passport of the child and of the parents/legal guardians.

NOTE

The applicant should present the **originals of supporting documents** that are intended for the specific application and that will be kept by the consulate (e.g. statement of employment from the applicant's employer, proof of sponsorship and/or accommodation).

Applicants may be requested to provide a copy of original supporting document that will not be kept, e.g. marriage or birth certificates. The original should, however, be presented when lodging the application, and returned to the applicant.

Every applicant for a Schengen visa has the right to apply directly at the Embassy of the Slovak Republic in Tel Aviv.