

## CROATIA DOCUMENT CHECKLIST FOR A TOURIST VISA

1. Application form online – free of charge

Available: <https://crovisa.mvep.hr/default.aspx?langId=en>

Duly completed (in Croatian or English) and personally signed and dated by the applicant

### For minors below the age of 18

- The application form must be signed by both parents/legal guardian
- A form “letter of consent” by the parents/legal guardian must be attached
- Passport copies of parents/legal guardian
- Birth certificate with an English translation

2. General application form

Duly completed (in Croatian or English) and personally signed and dated by the applicant

Info visas: <https://mvep.gov.hr/services-for-citizens/consular-information-22802/visas-22807/22807>

3. Passport

- Validity of a minimum of 3 months from the date of expiry of the requested Visa
- Signed by passport holder
- Passport not older than 10 years (issued within the last 10 years)
- A minimum of 2 blank pages to be used for visas
- Previous passport if applicable

**IMPORTANT:** valid Qatari/Omani/UAE/KSA residence permit (minimum validity up to return to Qatar/Oman/UAE/KSA)

4. One RECENT biometric photo sized 35x45 mm (glued on the application form or live photo captured by VFS )

- Must not be older than 6 months with bright background and frontal view of the face
- Digitally altered passport photos cannot be accepted

## 5. Photocopies

- 1 copy of passport pages with personal data and signature of passport holder
- 1 copy of Qatari/Omani/UAE/KSA residence permit
- Copies of previous Schengen visas

## 6. Travel-health insurance

- Valid for entire duration of period of first stay and valid for all Schengen states
- Minimum coverage 30,000.00 EUR including repatriation
- Medical insurances linked to credit cards are NOT accepted

## 7. Flight reservation and accommodation

Valid & confirmed hotel reservation inc. FULL ADDRESS (name of the hotel/apartment, street, city, zip code, contact information, booking ref.)

### TRAVEL PLAN

- Vouchers from travel agencies are not accepted as proof of accommodation
- Valid & confirm flight reservation including return trip

## 8. Letter from local employer/sponsor (not older than one month) must include

- Must be addressed to the Croatian Embassy and signed by legal representative of the company as per Company registration
- Name, postal address, telephone number, position of employee
- Salary income of applicant
- Attached copy of Company Registration/computer card showing legal representative(s)

### For students

- Confirmation from the University

### For minors below the age of 18

- Confirmation from the school

## 9. Proof of financial means of applicant

Original stamped and signed personal bank statements with salary income (minimum last 3 months and not older than 2 weeks from the day of submission)

NOTE: In case financial means are provided by relative in direct line (parent/child) or spouse, please submit birth certificate or marriage certificate with an English translation to prove the relationship

## 10. Accompanying domestic workers

- Must have resided in Qatar/Oman/UAE/KSA not less than one year and worked for the same employer since at least 6 months
- Stamped original and copy of employment contract registered with the competent Qatari/Omani/UAE/KSA labor authorities
- Duly filled out letter of guarantee signed by sponsor
- Passport copy of sponsor and copy of his/her Schengen visa if applicable

11. Kindly note that the Croatian Embassy Doha reserves the right to request additional documents and/or ask applicant to come for an interview at any time

## II. REMARK to be filled out VFS staff (please tick what is applicable)

✓ Applicant travels:

alone

with family members

with a group as.....(specify e.g. colleague, escort, sponsor...)

✓ Applicant's documents are:

complete

NOT complete – applicant has been informed of option to withdraw application to avoid possible refusal but wishes to submit application

NOT complete – applicant will submit missing documents within 48 hours to VFS

Remarks:.....

### III. SIGNATURES and AGREEMENT

a) For Visa Applicant:

I HAVE READ AND AGREED TO THE TERMS AND CONDITIONS VALID FOR THE VISA  
APPLICATION AS PER ABOVE

.....

City and Date

.....

(signature of applicant)

b) For VFS staff

APPLICANT HAS BEEN INFORMED OF THE ABOVE. THE REMARKS HAVE BEEN COMPLETED  
TOGETHER WITH APPLICANT

.....

City and Date

.....

(signature VFS staff)