

FINLAND DOCUMENT CHECKLIST FOR A TOURIST VISA

1. **Application for Schengen Visa** (No. 119031) attached with 1 photograph not older than six months with white background. Please explain your plan for visit.

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).

*The Schengen states does not accept Indian handwritten passport or passport that contains a manual entry made after 01/04/2010 where the biographical data (name, place, date of birth and sex) were changed.

3. **Previous Passports available**- irrespective of their condition (In case lost - a note is required)

4. **Proof of lodging** such as Hotel reservation, rental document of holiday home or campus residence reservation for the entire duration of the planned stay in the Schengen area. For applicants who plan to stay in several Schengen countries, proof of travel itinerary (e.g. ticket bookings for transport between different countries in addition to hotel reservations).

5. **Certificate from the travel agency** confirming booking of an organized trip or any other appropriate document indicating the travel plans.

6. **Copy of original Marriage Certificate** and Birth Certificates of children.

7. **Flight reservation** of return ticket. If travelling to several Schengen states, proof of intra-Schengen flight reservation, train itinerary or car rental.

8. **Overseas travel medical insurance** valid for all Schengen-countries .The insurance has to cover the applicant for at least 30,000 Euros or equivalent, for all risks e.g. accident, illness, medical emergency evacuation etc. The policy has to clearly specify the period of validity and has to cover the entire duration of the trip including the date of arrival & departure.

9. **Documentary evidence of the applicant's professional activity:**

Employees: pay slips for the last three months, employment contract and employers statement on approval of holidays

Student: letter confirming enrolment in the college /university.

Self-Employed: PAN registration and bank statements covering the last 3 months/Company Registration proof.

Pension: Pension statement for the last three months or proof of regular income generated by ownership of property or business.

10. Proof of financial means:

- Copy of bank statements covering the last 3 months and any other document that may provide information about the applicant's solvency.
- Income tax declaration for the last two assessment years.
- If Sponsored: Proof of Sponsorship.

11. The consent of the parental authority or legal guardian should be required only if the minor travels alone or only with one parent

12. Is applicant's travel accompanied? If Yes, mention number and names of co-travelers.

Note: Applicant could be asked for additional documents or may be called for an Interview if desired by The Embassy of Sweden, New Delhi. The visa fee, according to Schengen regulation, is non-refundable.

- Affidavit will not be considered as a document of evidence by the Embassy of Sweden.
- If fail to submit above mentioned documents then your application might be refused.

Applicant/Agent Name :

VFS Staff Name :

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Signature:

Date :