



BUSINESS VISA REQUIREMENTS

	REQUIRED DOCUMENTS	YES/ NO	REMARKS
1.	Visa application form <ul style="list-style-type: none"> Filled in and Printed Application (use the following link http://visa.mfa.gov.ua to fill-in ONLINE application) 		
2.	One recent colored photograph <ul style="list-style-type: none"> Must be a clear copy, high-resolution, white background and not older than 6 months Passport size : 4.5cm×3.5cm in width 		
3.	No-objection letter (NOC) from employer or sponsor <ul style="list-style-type: none"> A letter from the QATAR Company must be original (signed & stamped). Letter must include employee’s position, start date of employment, salary details and guarantees that the employee will return to his/her country and workplace after his/her travel. Must be dated not older than a month. It must have the company’s full contact details (i.e. physical address and telephone/fax numbers, email/website). If the applicant is the owner or partner of the company, a copy of the trade license is required. ➤ Applicants under the sponsorship of a husband/father/mother/wife/employer visa*** Sponsorship letter (issued by the sponsor***, it must confirm the travel dates, and financial undertaking). Sponsor’s residential address in the QATAR and contacts details must be indicated in the letter. Passport and QATAR visa copy of the sponsor. 		
4.	Invitation letter from company or authority to attend a meeting, conference or event in Ukraine. <ul style="list-style-type: none"> Written in a company letter head, stamped and signed, containing the full contact details of the company or authority and the signing officer. Specifying the purpose of the meeting/conference/event and duration of stay. Must be dated not older than a month. 		
5.	Proof of Travel <ul style="list-style-type: none"> Round trip flight reservation (provisional or confirmed). 		
6.	Proof of Accommodation <ul style="list-style-type: none"> Confirmed hotel booking (confirmation letter from the hotel, official letterhead, stamped). 		
7.	Medical Cover / Travel Insurance <ul style="list-style-type: none"> Medical Cover <ul style="list-style-type: none"> ➤ Copy of the insurance card. ➤ Copy of the insurance policy or certification from the service provider for the “Proof of Coverage”. ➤ The insurance coverage/geographical scope must indicate that the insurance covers “WORLDWIDE” or including Ukraine) Travel Insurance <ul style="list-style-type: none"> ➤ Travel insurance policy to cover Ukraine and the period of stay (the policy should provide a minimum of €30 000 or equivalent coverage). 		
8.	Proof of financial means / Bank Statements <ul style="list-style-type: none"> Applicant’s original bank statement/originally stamped statement by the bank for the last 3 months. (You must have sufficient financial resources to cover your cost of living in Ukraine; as a rule, an amount of \$150 per day is considered sufficient). 		

9.	Passport / QATAR Residence Visa /Previous Ukraine and Other Visa/s		
	<p>Passport</p> <ul style="list-style-type: none"> Valid for at least 6 months from the date of submission, issued within the previous 10 years and containing at least 2 blank visa pages. The original and copy of passport with the QATAR residence visa must be submitted. <p>QATAR residence visa</p> <ul style="list-style-type: none"> It must be valid for at least 3 months from the date of application submission. Copy of valid QATAR Residence visa. <p>Ukraine and Other Visa</p> <ul style="list-style-type: none"> Photocopies of previous Ukraine, USA, Japanese, Schengen, and UK Visa/s (if any) must be submitted. 		

NOTE:

- Application can only be submitted **3 MONTHS** or closer to the date of intended travel to Ukraine.
- Application must be applied “In-person” by the applicant (Except for minors under 18 years old). A notarized authorization letter is required in case sending a representative to apply in applicants behalf.
- ONLY** Citizens and Residence of Qatar can apply for Ukraine visa in Qatar.
- Standard processing time is **10 working days** and **5 working days** for urgent visa request.
- VFS Ukraine Visa Application Centre will only accept / process complete visa applications – it is the responsibility of the applicant to ensure that he or she submits a complete application.
- For Cabin Crews and Pilots, processing time can take up to 3 working days only by opting for the urgent visa service.

For collection of passports:

Original receipt and Qatar ID card if being collected directly by the applicant	Between 15:00 to 17:00
Qatar ID card, Original receipt and authorization letter if being collected by a representative	

Remarks:

I hereby declare that the above statement is true and I am willing to take the risk and accept whatever will be the result of my application after being advised by the VFS officer with regards to my documentation/s:

Applicant’s Signature: _____

VFS Officer Signature : _____

Date: _____