

## Checklist for Short Stay Visa ESTONIA

Applicant's Name:	_____
Date of Birth:	_____
Passport Number:	_____
Reference No:	_____
Place of Submission:	_____
Date of Submission:	_____

Purpose of Travel (check appropriate):

**Tourism** [ ] **Visiting of friends** [ ] **Business** [ ] **Study, culture, scientific** [ ] **Transit** [ ]

Visa Fee:

- Normal (Third Country Nationals)
- Reduced minors (Third Country Nationals 6-11 years)
- Reduced (applies for the citizens of Albania, Armenia, Azerbaijan, Belarus, Bosnia and Herzegovina, Georgia, Moldova, Montenegro, North Macedonia, Serbia and Ukraine)
- Gratis

### **GENERAL REQUIREMENTS** (please indicate yes / no)

<b>1. Passport</b> (contains at least two blank pages for visas and is valid at least 3 months after the expiration date of the visa)	
<b>2. 1 application form</b> (duly completed, signed and dated)	
<b>3. 1 recent photograph</b> (not older than 6 months)	
<b>4. Travel medical insurance</b> (Valid for all Schengen countries with the coverage of 30.000 EUR (min for the first visit if applied for a multiple entry short stay visa))	
<b>5. Proof of travel arrangements</b> (A round trip flight/travel reservation or other proof of intended transport and full itinerary, if the visit concerns several Member States and Member States not applying the common visa policy)	
<b>6. Proof of sufficient means of subsistence for the intended journey</b>	

(Bank account statement(s) during the last three months clearly indicating the name of the bank account holder(s); or other proof of funds such as: a) recent bank account statements showing movements over a certain period (at least the last three months); b) credit card(s) and a credit card account statement clearly indicating the cardholder's name; c) traveller's cheques; d) salary slips; e) certificate of employment; f) registered proof of sponsorship and/or private accommodation).	
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**CHILDREN UNDER 18 YEARS OF AGE** (Minors travelling alone or with one parent / guardian)

1. Copy of the birth certificate with parents names	
2. Notarized consent of the parental authority or legal guardian	
3. Copy of the valid Schengen visa of the parent(s) or other person travelling with the minor if applicable	

**THIRD COUNTRY NATIONALS**

Proof of legal residence in Canada and re-entry document

1. For travellers returning to Canada: A Canadian permanent residence card or visa (valid for at least three months after the date of re-entry).	
2. For travellers proceeding to onward travel (not returning to Canada), after leaving the territory of the Member States: Travel reservation (plane/train ticket) and relevant visa or travel document authorising entry into the country of destination.	

**DOCUMENTS REQUIRED IN ACCORDANCE WITH THE PURPOSE OF TRAVEL:**

**TOURISM**

Tourists and other private visitors

1. Proof of accommodation	
2. Proof of itinerary (transport) or written description of the journey	
3. Proof of financial means, sufficient funds	

Owners of the property in Estonia and their close relatives or friends

1. Extract from the Land Register, copy – not older than 1 year	
2. Proof of financial means	
3. For friends of a property owner: Property Owner's Visa copy, owner's declaration (free form)	
4. For relatives of a property owner: Property Owner's Visa copy, owner's declaration (free form), proof of relation	

## VISITING OF FRIENDS

1. Written request from the host person	
2. Copy of the ID card (national or residence permit) of the host	
3. Proof of the family tie	
4. Proof of financial means, sufficient funds	

### Close relatives visiting EU (EEA and Swiss) citizens

1. Written request from the host person	
2. Proof of nationality of inviting person	
3. Proof of the family tie	
4. Proof of employment or other proof of financial means	

### Family members of EU (EEA) citizens having exercised their right of free movement under Directive 2004/38/EC

1. Proof of the family tie	
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## BUSINESS OR WORK

### Members of official delegations

1. Letter issued by a competent authority confirming that the applicant is a member of the delegation	
2. Copy of the official invitation	

### Employees traveling on business

1. An invitation letter from the business partner specifying the nature of the business (If applicable, letter stating that all expenses are fully covered (e.g. a written proof that the employer/company sponsor pays the expenses)	
2. Reference letter from the employer	
3. Confirmed accommodation if different from the hotel, stating the name, address and telephone number of the accommodation.	

### Self-employed people

1. Written request from a hosting firm if applicable	
2. Other proof of purpose of stay	
3. Proof of economic activity (business registration and/or proof of funds)	

### Participants in scientific or cultural activities

1. Request from the host organization (if applicable, letter stating that all expenses are fully covered)	
2. In case not included in the written request, a separate statement on sponsorship either from the sending or receiving party (or other proof of financial means)	

Pupils, students, post-graduate students and accompanying teachers

1. Letter from the receiving institution on the length and purpose of the stay (if applicable, letter stating that all expenses are fully covered)	
2. Letter from the home institution on enrolment	
3. Confirmed accommodation	

Participants in sports events and accompanying persons in their professional capacity

1. Request from the host organization	
2. In case not included in the written request, a separate statement on sponsorship either from the sending or receiving party (or other proof of financial means)	

**TRANSIT**

1. Documents related to the onward journey to the final destination (visa, living permit)	
2. Proof of transport	
3. Proof of employment or other proof of financial means	

**ADDITIONAL DOCUMENTS** (please list all):

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Remarks by the VAC Staff:

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Applicant's Signature: \_\_\_\_\_

Counter Officer's Signature: \_\_\_\_\_