



Checklist for Short Stay – Tourist / Private Visit

Check Box	List of requisite documents	Remarks
	Original Invitation declaration and photocopy, drawn up by a natural person declaring to provide accommodation and financial means for a period of stay of the applicant on the territory of the Republic of Bulgaria; The invitation has to be certified by a notary and the Migration Directorate of the Ministry of Interior in Bulgaria	
	OR	
	Hotel Reservation(s) covering the duration of trip	
	Letter from local employer / sponsor stating position, starting date of employment and salary, as well as dates of the trip and purpose of travel	
	Last 3 months bank statement	
	Visa application form (filled and signed personally by the applicant)	
	- Travel passport with validity of minimum 3 months upon termination of the planned trip - contains at least 2 blank pages for visa purposes - has been issued within the last 10 years - Copy of the first page of the passport, Residence visa - A photocopy of the last Bulgarian and Schengen visas or visas for the UK and the US, if any - Signature in the international passport is mandatory	
	A colorful photograph 3,5 cm x 4,5 cm against light-colored background (the same holds for a child entered in the passport) – a full-face photo with clear, large enough face which takes up 70-80% of the photo the following is ineligible: photos with dark glasses; non-professional photos or cut out of amateur photos	
	Medical insurance valid for all the Europe and the whole length of the journey, with minimum coverage of 30,000 euro	
	Air tickets (original and copy), or confirmed reservation of tickets, or transport	

For all minors it is necessary to apply a Birth Certificate and:

In case of minors travelling without parents/legal tutors applying a single entry visa:	
- Copy of a notary certified authorization signed by both parents must be submitted. - For minor traveling with just one of them, such authorization must be signed only by the other parent.	
In case of minor traveling without parents or legal tutors applying multiple entry visa:	
- Copy of a notary certified authorization signed by both parents must be submitted For the whole term. - For minor traveling with just one of them, such authorization must be signed only by the other parent.	

To make easier the visa application process, please, prepare previously your documents in the following order:

Travel passport	
Application form with stick photograph	
Copy of first page of travel passport	
Documents confirming the purpose of travel	
Medical insurance	
Reservation of roundtrip ticket	
Job certificate	
Money availability	
Documents for Minors	
Additional documents	

Remarks: _____

Declaration:

I have been informed that an application with out a complete set of documentation according to the above mentioned checklist may result in a rejection of my visa application.

Date: _____

Applicants Signature : _____

VFS Officer Signature: _____

ATTENTION :-The Consulate General of Bulgaria have a right to ask any other additional documents it consider necessary, may call the applicant for an interview, and have a contractual right of refusal without any explanation. In all cases the visa fee is non-refundable.