

Minor Visa Checklist

This checklist is for **Saudi passport holders who are minors**.

For full details required documents please see www.irishimmigration.ie* The Embassy reserves the right to request original versions of any documents. Once, complete this checklist should be submitted to [VFS](#), along with all relevant documentation.

*In case of any discrepancy, the website takes precedence



Application Details

Application Number:	Passport Number:
Name:	VFS Location:
Phone Number:	Submission Date:
Guardian A Relationship:	Guardian B Relationship:
Guardian A Full Name:	Guardian B: Full Name:
Guardian A Passport Number:	Guardian B Passport Number:
Guardian A Application Number (if relevant):	Guardian B Application Number (if relevant):

Checklist

Category	Document	Comments	Submitted?		
All documents <u>must</u> be translated into English			Applicant	VFS	Embassy
Application Form	AVATS application summary form		☐	☐	☐
Purpose of Travel <i>Outline the purpose of your application: why you are travelling to Ireland, who you are going with and what you will do there.</i>	Cover Letter <i>Provide a <u>typed</u> cover letter that includes <u>all listed points</u>. Failure to do so will result in your application not being processed/rejected.</i>	- Outline the reasons the minor is travelling. - List anyone they are travelling with and how long they will stay in Ireland. - Outline who the minor's guardians are. - State whether the minor has ever had a visa refusal. If not, state this also.	☐	☐	☐
	Consent Letter	<i>Provide a letter, signed by <u>both parents</u> stating they have no objection to the minor travelling to Ireland.</i>	☐	☐	☐
Identity Documents	2 X Passport Photos		☐	☐	☐
	Current Passport		☐	☐	☐
	Original birth certificate presented to VFS (VFS to sign below to confirm they have seen it)		☐	☐	☒
	Copy of birth certificate and translation		☐	☐	☐
	Copy of Family Card and translation		☐	☐	☐
	Copy of the biological page of the Mother's passport		☐	☐	☐
	Copy of the biological page of the Father's passport		☐	☐	☐
	Where there is only one guardian, please provide relevant documents		☐	☐	☐
Order of documents	Confirm documents are in correct order	<i>See overleaf for order in which documents must be presented. Failure to do so will result in delays in processing your application.</i>	☐	☐	☐

Once, complete this checklist should be submitted to [VFS](#), along with all relevant documentation.

For VFS:

I confirm I have seen the original birth certificate of this minor. I confirm a copy has been included and the original returned to the applicant.

VFS Signature



Applicant Declaration

I, the applicant, confirm that this checklist has been completed and all relevant documents have been submitted. I understand that a decision will be made based on these documents. I confirm that I have ordered the documents in my application according to the list below.

Applicant Signature

Document Order of Precedence

1. This Checklist
2. AVATS Application form
3. Cover letter
4. Consent letter
5. Birth cert (copy)
6. Family card
7. Mother's passport (copy)
8. Father's passport (copy)
9. Documents relevant to sole guardianship (where relevant)

Additional VFS Comments

Additional Embassy Comments

Please Note: This checklist is intended as a guide only. It is not exhaustive and additional documents may be required.

It is the applicant's responsibility to ensure they have understood the application process and have submitted all documentation that is required.

All information related to visas can be found at www.IrishImmigration.ie

Approved by Department of Justice December 2023.



Ambasáid na hÉireann
Embassy of Ireland



An Roinn Dlí agus Cirt
Department of Justice