



INTERNACIONAL ROAD CARRIERS - CHECK LIST		YES	NO
1	Visa application form completed online, printed and signed by the applicant https://epak.pmlp.gov.lv/NVIS.EService001.WebSite/		
2	One photo (size 35mm x 45 mm) must be taken during visa submission -Live Photo		
3	Passport with a period of validity extending at least three months after the intended date of departure Schengen area, containing at least two blank pages, and issued within the previous ten years. Copies of the identification pages and the pages that contain information about previously issued visas.		
4	Travel medical insurance valid for the whole Schengen area and covering the entire period of the intended stay in the Schengen area and additional 15 days - "the period of grace". The minimum coverage of 30,000 EUR including the costs of urgent medical attention and/or emergency hospital treatment in case of an illness as well as repatriation in the event of death.		
5	Written request from the national company or association of carriers of Azerbaijan providing for international road transportation , stating the purpose, duration and frequency of the trips information about driver - name and surname, date of birth, citizenship, passport number information on whether the inviting party will cover the expenses of the invited party during his/her stay information about company: full name of company, address and the name and position of the person who signs the request		
6	Copy of contracts on carriage of cargo		
7	Copy of Azerbaijan International Road Carriers Association (ABADA) certificate		
8	International driving license		
9	Copy of permit for international Carriage of Goods by Road (<i>Dozvol</i>) or CEMT/ECMT		
10	Proof of sufficient financial means: Original bank letter confirming the balance of the account and bank account statement showing the movements during the last three months, duly stamped and signed by the bank with bank certificate; Proof of regular income e.g. salary pay slips for the last three months (or similar). If the applicant is sponsored – copy of declaration of sponsorship certified by public notary. If family members are sponsored (spouse, children, parents), the sponsor writes a free-form application. Conformation that the sponsor has sufficient finances. For Latvia - no less than EUR 14 for each day of stay, if the duration of the intended stay does not exceed 30 days; not less than EUR 700 (the minimum monthly wage in Latvia), if the duration of the intended stay exceeds 30 days; For Slovenia - the extent of sufficient financial means for each day of stay in Slovenia is 70 euros For Estonia - the extent of sufficient financial means for each day of stay in Estonia is 70 euros.		
11	If the applicant is employed: letter from the employer and approval for leave (with the seal of the workplace, indication the address and contact information); SGK (social security) registration document.		
12	For third country nationals – residence permit. The original must be presented to VFS Global and a copy must be prepared for the embassy		

Note: Please be informed that the Embassy of Republic of Latvia, Baku, could be asked for additional documents and may call the applicant for an interview. The visa fee according to Schengen regulations is non-refundable.

Applicant/Agent Name:

Signature: ...

VFS Staff Name:

Signature: ...

Date: