

MALTA VISA APPLICATION CENTRE – TUNIS

Checklist for Schengen Visa – Tourist

Before submitting your application at the Visa Application Centre, please prepare the following documentation:

Document Details	Remarks
A valid Passport (validity at least 3 months beyond the intended stay)	
Visa Application Form , duly completed, dated and signed with applicable Visa Fees	
A recent passport size Photo (max of 3 months ago, in colour, good quality and on a white background)	
Photocopy of Identity Card	
Photocopy of the relevant pages of the passport and previous Schengen visas	
For foreigners currently residing in Tunisia, a valid Residency Permit issued by the competent Tunisian authorities	
Bank statement covering the last 6 months	
A reservation of a return flight ticket	
A hotel reservation Or - An original Letter of Invitation from the inviting person signed by the person hosting the applicant. This letter should include name, address, and telephone number together with a copy of the ID card or the passport of the inviting person and a valid residence permit.	
<p>Either 1- Employees of the Company/Company Representatives</p> <ul style="list-style-type: none"> - Original Duty travel authorisation signed by employer - Vacation leave authorisation - Employment certificate (CNSS Card or CNRPS + 3 most recent pay slips) stamped employment company certificate including date of recruitment <p>Or 2 - Businessmen or Self-employed</p> <ul style="list-style-type: none"> - Company registration and copy of relevant Official Notification from the Government Gazette - Licence to operate business - Latest company tax receipt - Certificate by professional association (Chamber of Advocates, Medical Association ...) <p>Or 3 – Pensioners</p> <ul style="list-style-type: none"> - The pensioner card/certificate or that of his/her partner <p>Or 4- House wife</p> <ul style="list-style-type: none"> -Declaration of financial responsibility for travel and accommodation costs signed by the husband or a parent and legalized plus proof of their income (employment certificate, pay slips...) 	

	<p>Or 5 – Students</p> <ul style="list-style-type: none"> -Minors have to present parental authorisation to leave the country. The attestation has to be signed by both parents and has to be legalised plus a recent birth certificate in French. - Student card, school attendance certificate, certificate confirming school/university registration. - Proof of financial means of parents (Employment certificate, pay slips...) with Declaration of financial responsibility for travel and accommodation of the child signed and legalised by one of the parents. 	
	<p>Original plus photocopy of the Medical Insurance Certificate for the entire duration of stay covering repatriation expenses and urgent medical expenses (minimum of 30,000 Euros) - Original will be returned upon collection of passport</p>	
	<p>Bank Foreign Exchange Statement (minimum Euro 50/day)</p>	

This list is not exhaustive. Supplementary documentation may be requested after consideration of application, which will not automatically imply approval of visa application.

(Applicant’s Signature)

(Date)

(VFS Officer’s Signature)