

**CONSULATE GENERAL OF DENMARK NEW YORK**  
**VFS GLOBAL DENMARK & ICELAND** VISA APPLICATION CENTER OPERATED BY **TRAVIS**AOUTSOURCING  
**TRAVELLING TO DENMARK, THE FAROE ISLANDS, GREENLAND OR ICELAND**  
**TOURIST VISA DOCUMENT CHECKLIST**

Name: _____ Phone: _____ Email: _____		
1.	<b>Visa self-service cover letter</b> (signed and dated).	<input type="checkbox"/>
2.	<b>Receipt for payment</b> obtained after your <a href="#">on-line visa application</a> has been completed and paid.	<input type="checkbox"/>
3.	<b>Passport</b> with a validity that exceeds the intended stay in Schengen by at least three months. Passports must have been issued within the last ten years. Please make sure that your passport/travel document has two blank pages to affix the visa. <b>Colored copy of your passport identity page</b> (incl. extension data and name alteration pages if applicable) and all pages with previous Schengen and UK visas.	<input type="checkbox"/>
4.	<b>Valid original U.S. Resident Alien Card</b> or a <b>valid U.S. visa</b> (including the <a href="#">I-94 online registration</a> ). Students should present a valid original I-20. Exchange visitors should present a valid IAP-66. If returning to the U.S. the residence permit/visa must be valid for <b>at least</b> three months exceeding the last day of the intended stay in Denmark/Schengen. <b>Colored copies of the documents are required.</b>	<input type="checkbox"/>
5.	<b>Proof of sufficient funds for the stay in the Schengen area.</b> A recent U.S. bank statement or U.S. credit card statement in your name. You need to show that you have \$90 per day for hotel stay and \$60 per day for stay in a hostel while you are in the Schengen-area (\$ 25 per day if you are staying with family or friends). If you are unable to submit a bank or credit card statement, you can submit copies of signed traveller's checks.	<input type="checkbox"/>
6.	<b>Letter from your employer</b> indicating when you began working and if you are able to return to your job. If you are self-employed please submit your latest tax returns and your business registration.  <b>Students</b> without an I-20 must provide proof of enrollment.  <b>Retirees</b> must provide proof of Supplemental Security Income (SSI) or retirement savings.	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.	<b>Flight itineraries</b> in your name for all planned stays in the Schengen area.	<input type="checkbox"/>
8.	<b>Hotel/hostel reservations</b> in your name covering <b>every day</b> of your stay in Schengen.	<input type="checkbox"/>
9.	<b>Proof of medical travel insurance</b> MUST be submitted at the time of application (your insurance card is NOT sufficient). The insurance must be valid throughout the territory of the Schengen area and cover you from the day where you board the plane in the US and the entire period. The minimum coverage accepted is \$40,000. Deductibles and reimbursements are not accepted.	<input type="checkbox"/>
10.	<b>Minors:</b> Written consent of the parent or guardian having custody of the child. The signatures on this document must be notarized. A birth certificate of the minor must also be presented, if necessary translated into English.	<input type="checkbox"/>
11.	<b>FEE</b> to the Consulate General (See <a href="#">list of FEES</a> ) and <b>FEES</b> to VFS Global (See <a href="#">list of FEES</a> )	<input type="checkbox"/>