



## ROYAL NORWEGIAN EMBASSY

Khartoum

### CHECKLIST: TOURIST VISA TO NORWAY

- The checklist must be submitted with the application.
- Always bring original and copies. Show the original, submit the copy.
- All requested documents must be translated into English or Norwegian by an authorized translation office.

Please submit the below mentioned documents in the following order.

#### DOCUMENTS FROM THE APPLICANT:

- Signed application form or cover letter printed from Application Portal with 1 passport photo** (White background - not older than six months.)
- Passport Original and copy of current and previous passport covering the past 7 years.** Copy of the biometric data page. Copy of all used pages. Important: Current passport must have been issued within the last ten years and contain at least two consecutive blank pages. The passport should be valid for at least 3 months after return from the planned trip.
- Civil Registration Number** (Sudan)
- ID- card** (Eritrea)
- Letter from employer** (or documents confirming private business, school or studies) stating that
  - a. The applicant will return to his/her job after return from Schengen.
  - b. That the leave is approved.
  - c. In original, written and signed on company paper with letterhead or a letter from private employer together with a copy of employer's ID- card.
  - d. Certificate of employment should specify the date of recruitment, position in the company and salary level.
  - e. Company owners must provide an original of the commercial registry and tax card
- Copy of bank statements for the last 3 months.** Originals must be copied and translated. In the absence of bank account, proof of other assets has to be provided.
- Purpose of the trip:** Documentation substantiating the purpose of the stay.
- If applicable:** A marriage certificate and birth certificate of children
- Confirmed booking of hotel reservation for the whole period of stay in Norway or represented country.** (Reservation only - Do not pay before the visa has been granted.)

- **Confirmed booking of roundtrip air ticket.** Do not pay for any ticket before the visa has been granted. If the visa has been issued and there is a need to change date of travel irrespective of the period of grace, you will have to apply for a new visa).
- **Itinerary**, if visiting more than one Member State.
- **Compulsory travel medical insurance**, covering all Schengen countries (covers Euro 30,000.-).
- **Applicants under 18, must also submit on of the two following mentioned documents:**
  - a. Consent of the parental authority (both parents). If the minor travels without his/her legal guardians.
  - b. Legal guardian shall be provided either through a notarised certificate or by a form signed at the consulate premises.

If a minor is travelling with one of his/her legal guardians: consent of the parental authority (parents not travelling with his/her minor child) or legal guardian shall be provided either through a notarised certificate or by a form signed at the consulate premises.

**Biometrics:** A full set of fingerprints, and a photo, will be taken at the Embassy. The Embassy does not require fingerprints from applicants who are younger than 12 years

**If some of the above mentioned documents are not submitted, a visa might be refused. If documents are missing, please clarify here:**

Date:

Signature: