Royal Danish Embassy in Dublin – Checklist for Visiting Friends and Relatives Travelling to Denmark, Iceland, Norway or Sweden

| Name: |___________________________________________________________________________ |
| E-mail: |____________________________________________________________________________ |
| Phone: |____________________________________________________________________________ |

1. **A printed and signed ApplyVisa cover letter** (you print the cover letter when you complete your visa application online) and the completed checklist.

2. **Receipt for payment** from your online visa application.

3. **Passport/travel document**, which must exceed your stay in the Schengen-area by at least 3 months. Passport/travel document must be issued within the last 10 years and must have at least two blank pages. You must also bring a **colour** photocopy of the entire passport.

4. **GNIB/IRP (Irish Residence Permit) card plus residence stamp in passport** that must exceed your stay in the Schengen area by at least 3 months. No exceptions will be made. You must bring a **colour** photocopy of the IRP card.

6. Need **multiple entries**? This must be documented by invitations indicating multiple visits, future hotel bookings or very detailed travel plans. Also applies for future visits to Schengen member states not represented by the Danish Embassy.

7. **Letter from your employer** in Ireland confirming your employment status with your requirement for business travel and your valid work permit/hosting agreement, if applicable. If you are a **postgraduate student** you must bring letter from your university confirming your status. If you are **self-employed** please submit your business registration.

8. **Original bank statements** with name and address for the last three months up to the date of the appointment (in your own name).

9. **If you are visiting friends/relatives in Denmark, Iceland or Sweden:** The Danish Immigration Service Invitation Form VU2 must be filled in and signed by the host in Denmark, Iceland or Sweden and the original sent to you, together with the data page of your host’s passport, and a copy of your host’s residence permit if applicable. The form can be found [here](#). If you are a **postgraduate student** the form can be downloaded [here](#). If your host in Norway is guaranteeing the expenses of your trip he/she must complete and send you the Norwegian guarantee-form. The form can be downloaded from the Norwegian Directorate of Immigration’s website: [Invitation and guarantee declaration](#). You must bring the original guarantee-form with you to your appointment.

10. **An airline booking/travel itinerary.** Return ticket must be shown only when visa has been approved.

11. **A valid, personal travel medical insurance** which covers costs for:
   i) Emergency medical treatment up to €30.000
   ii) Transportation back to applicant's home country if required for medical reasons.
   iii) The insurance must be valid in all Schengen states and cover the total length of stay.

**If travelling with a child or children under the age of 18 see point below.**

If you are making an application for a child under 18 years of age both parents must attend the visa application appointment.

12. The **birth certificate(s)** of the travelling child(ren) where both of the parents’ names are clearly stated.