

Checklist for Business Visa

- I. Supporting documents to be submitted by all applicants
- (1) Proof of residence in Uzbekistan
 - (2) Round trip ticket reservation
 - (3) Proof of financial means corresponding at least to the minimum amount required for each day of stay in a Member State:
 - Original bank account statement for the last 3 months (all applicants),
 - Internationally accepted credit card along with most recent credit card statement (all applicants)
 - Salary certificate indicating level of salary in last 12 months (if employed)
 - Confirmation of employer or educational facility about employment and position (if employed) or student status (if studying)
 - Labour history book (if employed)
 - Approval of employer or educational facility to take leave (if employed) or holidays (if studying)
 - Copy of trade register bulletin or licence (if company owner or self-employed)
 - Statement of payment of taxes (if company owner or self-employed)
 - Pension book (if retired), and/or
 - any other proof of financial means (e.g. proof of remittances, property rental contract, original certificate of sponsorship or other legal form of sponsorship if equally accepted by Member State, proof of scholarship or research grant, etc.)
 - (4) Confirmed proof of accommodation depending on the purpose of journey for the entire period of stay
 - (5) Proof of family ties in Uzbekistan (original passports of spouse and children, birth certificates of children, proof of marital status, etc.)
 - (6) (A) Official personalized invitation from a firm or an authority to attend meetings, conferences or events connected with trade, industry or work with confirmation of financing of the stay and any other documents demonstrating existence of trade or work relations, or
 - (B) Entry tickets to fairs, congresses or similar events, or
 - (C) Other documents proving business activities or business ties in relation to the Member State
 - (D) Extract of the trade register or licence of the inviting firm
 - (E) Reservation in a hotel or a confirmation from the inviting party if the inviting party pays accommodation.

(7) Additional requirements for minors (under 18 years of age)

- Birth certificate of the applicant¹
- Copies of passports of the parents²
- Notarized consent of parent or legal guardian if the minor travels alone or with only one of the parents³.

1. In case of child born out of wedlock, statement of registrar's office confirming the agreement of the father to be entered into the birth certificate
2. One passport only in case of single parent or parent with sole parental custody (in the latter case, proof of sole parental custody must be also submitted)
3. Exceptions will be made to this if the single parent with whom the minor is to travel holds the parental authority alone.

(8) Travel insurance valid for the whole Schengen area and covering the entire period of intended visit in the Schengen area and additional 15 days (the period of grace), with minimum coverage of 30.000 EUR
