

CZECH REPUBLIC CULTURAL / SPORTS/ RELIGIOUS EVENTS VISA

Documents	Particulars
Passports	<ul style="list-style-type: none"> * Original Passport with atleast 6 months validity and atleast 2 blank pages. * Original old passport booklets if any
Photographs	<ul style="list-style-type: none"> * 2 photographs each * White background; Glossy finish; 80% face coverage with a little shoulder to be seen; Eyes and face to be clearly visible; Dimensions: 45mm x 35mm
Covering Letter	<ul style="list-style-type: none"> * A covering letter per individual / family/ company addressed to The Visa officer, Embassy of Czech Republic * Should explain the purpose of the trip (letter must confirm identity of applicant, place and period of intended stay) * Covering Letter can be on a plain paper for individuals and on the company letterhead for officials / sponsored applicants
Bank Statements	<ul style="list-style-type: none"> * Original 3 months personal and company's bank statements with the seal and signature from the bank * Bank statements should be of relevant and active accounts which shows the proof of funds and income * Bank statements should be of a closing date closer to the date of visa application (A4 size preferred)
Invitation Letter	* Invitation letter from the Czech Republican partner, entry tickets or enrolment letter of programs
IT Returns	* Latest 3 years Income Tax Acknowledgement / ITR-V (Saral) of individuals and the company
Itinerary / Air tickets	* Air tickets and proof of other means of travel within Europe
Purpose of Travel / Accommodation	<ul style="list-style-type: none"> * Any proof of your accommodation/ purpose at the destination/ Booking Certificate and payment receipts from the tour operator. * Invitation letter from the Czech Republic Business partner * Hotel vouchers if any
Supporting Credentials	<p>Businessmen:</p> <ul style="list-style-type: none"> * Proprietorship certificate / Certificate of Registration / Memorandum of Association, Articles of Association / Partnership Deed * NOC from other partners or Directors incase of partnership <p>Employees:</p> <ul style="list-style-type: none"> * Leave sanction letter from the company (from the Government body incase of Government employees / public servants) * Last 3 months Salary Statements (only for Private firms) * Company ID card (optional) * Retirement Certificate or Letter / Copy of Pension Book (for retired employees) <p>Students:</p> <ul style="list-style-type: none"> * Leave sanction letter from the educational institution (for travel during working days) * Bonafide Certificate from the educational institution (for travel during vacations) * School/ College ID card (optional) <p>Newly Wed / Honeymooners (if the spouse's name is not endorsed in their passports):</p> <ul style="list-style-type: none"> * Marriage Certificate (Original) * Wedding Invitation card / Photographs (incase the marriage certificate is not ready) <p>Children travelling and unaccompanied by both the parents / either parent</p> <ul style="list-style-type: none"> * A notary attested NOC on a stamp paper from both / either of the parent respectively if both/either of them unaccompany * Passport copies / copy of both / either of the parents <p>Travellers unaccompanied by spouses/partners</p> <ul style="list-style-type: none"> * A notary attested NOC on a stamp paper from the unaccompanied spouse * Passport copy of the unaccompanied spouse. If not a passport holder, any Govt ID Proof mentioning spouse name can be submitted. <p>Additional supporting documents if available</p> <ul style="list-style-type: none"> * FD Receipts from banks * Public shares / debentures certificate * Asset evaluation report from a CA
Travel Insurance	* Valid Travel Insurance from the Embassy approved companies which covers the days of travel with minimum coverage of EUR 30,000
Disclaimers	<ul style="list-style-type: none"> * The above list of documents are the standard requirements for the visa application. The Embassy / Consulate/ High Commission/ Application Centres hold the rights to demand further documents for verification. * The Embassy / Consulate / High Commission hold the rights to call the applicant for a Personal Interview if needed * BPVS offers Visa Facilitation services to our customers against a Service Fee * BPVS at no stage guarantees the outcome of any visa application. The decisions on the Visa applications would be at the sole discretion of the respective Embassy/ Consulate / High Commission

Information Updated on 05.06.2024