

**ROYAL DANISH EMBASSY LONDON - VISA DOCUMENT CHECKLIST
TRAVELLING TO DENMARK, THE FAROE ISLANDS, GREENLAND AND ICELAND**

IMPORTANT INFORMATION

Missing a document = No visa.

- If you fail to submit any of the mandatory documents from the checklist below, VFS Global will inform you of the missing document(s) in writing. You will be required to submit the missing documentation directly to the Embassy within **5 calendar days**.

Failing to do so will mean a refusal of your visa.

- You must ensure that the days you are requesting your visa to be valid for matches the invitation, flight ticket and travel insurance that you are submitting.
- If you are bringing original documentation to your appointment, you must also bring a copy if you wish to keep the original.

Please scroll down for the document checklist and submit it along with your application.



ROYAL DANISH EMBASSY LONDON - VISA DOCUMENT CHECKLIST
TRAVELLING TO DENMARK, THE FAROE ISLANDS, GREENLAND AND ICELAND

Documentation cannot be older than 1 months, based on your arrival date in Schengen area.

Name: _____ Phone: _____ Email: _____		
1.	One completed application form. It must be signed by the applicant. All questions must be answered - otherwise the application may not be accepted.	<input type="checkbox"/>
2.	Passport , must be less than 10 years old for the duration of your trip, and valid at least 3 months after your return date from the Schengen area. Must have at least 2 blank pages left for inserting the visa (not necessarily next to each other).	<input type="checkbox"/>
3.	Old passport if any previous Schengen visas for the last 5 years.	<input type="checkbox"/>
4.	Colour photocopy of your passport identity page (incl. extension data, signature and name alteration pages if applicable), all pages with previous Schengen visas (including all entry and exit stamps) for the last 5 years.	<input type="checkbox"/>
5.	Colour photocopy of UK residence (original UK residence permit must be shown at VFS). The UK residence permit must be valid for at least 3 month after your return date from the Schengen area.	<input type="checkbox"/>
6.	<p>Evidence of occupation/student status</p> <ol style="list-style-type: none"> Employed: Original letter from your employer confirming your start date and continued employment or original recent payslip. If you are self-employed: Original letter from a solicitor, accountant or Companies House confirming self-employment status Student (including children under 18): Original letter of enrolment from educational institution indicating start and end date of your studies. <p>Must be dated, signed and cannot be more than 1 month old. Must be on letterhead.</p>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
7.	<p>Proof of purpose of visit</p> <ol style="list-style-type: none"> Visit to family or friends: Invitation from host. The online invitation form is available here. (Invitation ID must be submitted on the application form). The invitation MUST state the exact dates of the visit, not a general time frame. Your host must submit a copy of his/her passport data page and residence permit (if applicable). Tourism: Hotel/hostel reservation. Must show your name (as it appears in your passport), must cover each day of your stay in the Schengen area. If the hotel bookings are in the name of a travel companion, a signed, dated letter of support must be submitted along with a copy of this person's passport data page. Business/Conferences: Original signed letter from foreign business partner You may also use the business invitation form (please click here to download invitation form for business visit) or the online invitation. The letter must explain the nature and duration of stay and number of entries required. Special for Conferences: confirmation with paid registration fee. 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
8.	Confirmed booked round-trip ticket. Flight ticket, ferry ect. Must show your name (as it appears in your passport), must cover your trip in the Schengen area.	<input type="checkbox"/>
9.	<p>Proof of sufficient funds for the stay in the host country. Original recent Bank Statement (covering the last 3 calendar months. The last transaction must be no more than 1 month old) (if recent Bank Statement is not available online printouts or mini statement together with original Bank Statement showing name and account number will be accepted), Recent Credit Card statement showing credit limit or Savings Account statement or Traveller's Cheques. Must have your name, as it appears in your passport, printed on it.</p> <ul style="list-style-type: none"> £60.00 per person per day if you are staying in a hotel. £40.00 per person per day if you are staying in a hostel or similar. £20.00 per person per day if you are staying with family or friends 	<input type="checkbox"/>
10.	Travel insurance. The insurance must cover emergency medical expenses, hospitalization and repatriation (also in case of death) - minimum EU 30,000. Must show your name (as it appears in your passport), must cover each day of your stay in the Schengen area.	<input type="checkbox"/>
11.	Special for minors: A letter of consent from your ^{the} parent(s) or guardian. Must include the parent or guardian's passport data pages and your ^{the} birth certificate.	<input type="checkbox"/>