

VISA APPLICATION REQUIREMENTS



Please provide all the documents listed below.
 Incomplete applications will not be processed.

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| <p>APPLICATION FORM</p> | <p>An application form that has been completely filled out except for signatures. The form will be signed during the appointment.</p> |
| <p>PASSPORT + a copy of the ID page</p> | <p>Must be valid for at least 3 months after the journey, issued within the previous 10 years and contain at least 2 blank pages. The passport or travel document needs to be accepted in every Schengen country.</p> |
| <p>PROOF OF RESIDENCY IN THE UNITED STATES</p> | <p>Original Green Card or US visa (A, E, F, G, H, I, J+J1-form, L, O, R) + a copy. Must be valid minimum 3 months after the journey.</p> |
| <p>PASSPORT PHOTO (2 x 2")</p> | <p>One color max. 6 months old photo fulfilling standards of ICAO (light background, no shadows, neutral facial expression – no smiling). Do not glue or staple the photo on the application.</p> |
| <p>PROOF OF EMPLOYMENT OR STUDIES</p> | <p>Employment: official company paper with stamp, date, name, position and signature of the countersigning officer with contact information. The document needs to include the name of the applicant, years of employment, position, salary information and approval of leave or absence. Self-employed: documents regarding the business activity (business license) and taxation (5 first pages of tax return documents). Studies: a valid I-20 (signed by the school within 6 months) or an official letter from the school with a stamp, date, name, position and signature of the countersigning officer with contact information. The document needs to include the name of the applicant, years of studies and approval of absence. Pensioner: documentation showing the amount of pension.</p> |

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| <p>AIRLINE RESERVATION</p> | <p>Round-trip reservation. If visiting other Schengen countries the applicant needs to provide airline/train/cruise reservations for all countries visited. We do not recommend purchasing the tickets before receiving a visa decision.</p> |
| <p>ACCOMMODATION</p> | <p>Hotel reservation/s covering the whole stay in the Schengen area</p> <p>Or invitation letter if the inviting party will accommodate the applicant. The invitation must be signed and dated and contain contact information of the inviter, purpose of the trip, duration of the trip and the address where the applicant will stay.</p> |
| <p>BANK STATEMENTS</p> | <p>The applicant's bank statements from the past three months. The statements need to include transaction information.</p> |
| <p>INSURANCE</p> | <p>A letter from the insurance company (on one page) including the following information:</p> <ul style="list-style-type: none"> ✓ Name ✓ Validity for the entire duration of the journey ✓ Validity area: Schengen / EU / Worldwide ✓ Minimum coverage amount of \$40,000 (EUR 30,000) non-deductible covering medical expenses, hospitalization and repatriation for medical reasons and death |
| <p>FOR MINORS</p> | <p>A legalized birth certificate and passport copies from both custodians. If the applicant travels alone or with one custodian only, a notarized permission for the trip and proof of sufficient funds from parents are required.</p> <p>If the custodians do not reside in the US, the permission must be notarized or legalized according to the laws of the custodians' country of residence.</p> |

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| FOR BUSINESS TRIPS | Reference letter from the employer (original on official paper with contact information). And invitation letter from a Finnish company specifying the nature of the business (either an original letter on official company paper including contact information or sent from a recognizable e-mail address). |
| RETURNING THE PASSPORT | The passport can either be picked up from the Consulate General (by appointment only) or it can be mailed using a prepaid envelope provided by the applicant (e.g. FedEx/DHL/ UPS). Please use your personal contact information as both the shipper and recipient if using FedEx. |
| FEE | Debit and credit cards only (excluding American Express) Current fees: www.finland.org > Visas and residence permits > Service fees |

FOR MORE INFORMATION: WWW.FINLAND.ORG > VISAS AND RESIDENCE PERMITS > VISAS

PLEASE NOTE: the visa application needs to be submitted to the Consulate or Embassy of the country that serves as the main destination on the journey.

If no main destination can be determined the application can be submitted to the mission of the country that serves as the first destination on the journey and that has jurisdiction in your home state.