

CHECKLIST: BUSINESS VISIT TO NORWAY
(Please, submit documents in this order)

DOCUMENTS FROM THE VIETNAMESE APPLICANT:

Please check the boxes below and sign to confirm which documents you have submitted:

- Visa application form duly completed with one passport photo not older than three months,** (glued to the application form.)
- Supplementary form for family relationship** (mandatory to be submitted with the application)
- Passport**
- Copy of the current passport, and also previous passports** (*Place and date of issue, expiration date, previous visas, valid resident/work permit in Vietnam etc.*)
- Invitation from Norwegian company/organization stating the purpose and length of the visit** (this should be in original and written on company paper with letterhead).
- Documentation on the program of seminar, conference, training etc.** (if any)
- Documents confirming employment or owning a private business** (this should be in original and written on company paper with letterhead).
- Note from the Consular Department of the Ministry of Foreign Affairs** (only for persons holding Official or Diplomatic passport)
- Copy of bank account(s) for the last 12 months for the applicant** (bring also original)
- Confirmed booking of roundtrip air ticket, with fixed travel dates of maximum 90 days.** (*Do not buy the ticket until visa has been granted. Note: If the application is approved, the visa will be issued according to the dates on the booking.*)
- Compulsory travel medical insurance, covering all Schengen countries,** (see separate information)
- Travel itinerary**
- Confirmation of accommodation in Norway**
- Bank statement of privat company in Vietnam**
- Business registration Certificate for the privat company in Vietnam**

VERY IMPORTANT!!

I hereby confirm that I personally have submitted this application for a visa and that all information stated in the application and the supporting documentation is true. I am aware that providing incorrect information or falsified documents deliberately are punishable acts by both Vietnamese and Norwegian law and will lead to refusal of visa.

Date: _____ Place: _____ Signature: _____

For official use only.

Received:	Reference no.:	
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