



SCHENGEN VISA CHECKLIST

FAMILY / FRIEND VISIT VISA

EMBASSY OF SLOVAKIA

		Complete	Incomplete	Not Applicable
1	Application Form for Schengen Visa , completed, signed and dated with a BLUE PEN.			
2	2 photographs that has 35x45 mm size, white background and not older than 6 months			
3	Photocopies of passport (all pages with personal information, visas and stamps granted within the last 3 years). Passport should be valid at least further 3 months after the date of return and must be issued within the last 10 years and contain at least 2 blank pages. If there is someone accompanying you and if he/she has a valid visa, you must also provide his/her visa photocopy as well.			
4	Complete extract of the civil registry (Tam Tekmil Vukuatlı Nüfus Kayıt Örneği)-TR Citizens only			
5	Letter of Intent in English (including the purpose and the plan of the travel)			
6	If the accommodation will be provided by the inviting side, and if the inviting side is not the owner of the property then slovak notary verified letter of cfnmation of the owners.			
7	If the accommodation will NOT be provided by the inviting side, a document to authenticateapplicant's accommodation: The hotel voucher obtained from the Slovak travel agency or confirmation issued by the hotel or reservations made online, in case of attending multiple country tours, all reservations should be presented. All names must be mentioned on the hotel reservation confirmation.			
8	Travel health insurance with coverage of 30.000 Euro, valid for Schengen countries, which starts 1 day before the travel date and finishes after 1 day from departure date with original signed/stamped or readable QR code.			
9	Flight/bus/train reservation (round-trip) or other travel-related documents. If traveling by car: driver's license, vehicle registration, Green Card, and insurance.			
10	If applicant is working in a company or is a company owner; • Original support letter from company in English containing the following information: indication of the Embassy that the document is addressed to; the employee's name and passport number; date of start of employment and function; length the leave and whether it is paid or unpaid leave, except when travelling for professional reasons; employer's contact details; and name and position of the person signing the letter. • SGK (social security) statement of employment (Sigortalı İşe Giriş Bildirgesi) and SGK registration and service document (SGK Tescil ve Hizmet Dökümü) with a readable QR code, original last 3 months salary payrolls signed and stamped by the company. • Company documents as: Signature circular (not older than 1 year), Copy of the certificate of registration from Chamber of Commerce (obtained in last 1 month) Tax			
11	If applicant is farmer; farmer certificate issued by a Chamber of Agriculture (Ziraat Odası), Farmer SGK Service document.			
12	If applicant is retired; E-government SGK retirement doudment			
13	If the applicant is a student, (higher education): Student Certificate issued by the Council of Higher Education in Turkey (YÖK) with a readable QR code. For other students or pupils: Student Certificate issued by the relevant educational institution.			
14	Personal bank statements showing account activity over the last three months, original, stamped, and signed by the bank. The applicant must have €56 available in their bank account for each day of their stay. A maximum of 10 pages will be			
15	If the applicant is a minor (under age 18) and is travelling alone or with one parent or legal guardian: Public notary approved statement from his/her parents (original) this document has to be presented in case the parent(s) hold valid visa(s) or if the entire family is not applying together on the same day.			
16	E-Government address registration			
17	Non-Turkish nationals: Proof of legal residence in Türkiye, valid for at least three months beyond the intended date of departure from the territory of the Member States			

Başvuru Sahibinin Adı ve Soyadı

Applicant's Name and Surname

Başvuru Tarihi

Application Date

Başvuru Sahibinin İmzası

Applicant's Signature