



Applicant's Name and Surname:		
Email:		
Purpose of Visit:	Yes	Missing
<p>- Passport</p> <ul style="list-style-type: none"> - Valid for a period of at least 3 months beyond the applicant's last day of stay in the Schengen States - At least two blank pages to affix visa - For non-S.A. citizens: Residence permit in South Africa must be valid for at least 3 months after the return of the applicant from a Schengen State - Temporary RSA passports are not accepted for traveling to or transit Austria, Germany, Belgium, France, The Netherlands, Denmark or Luxemburg <p>- Copy of the passport</p> <p>- Copies of previous Schengen visas</p> <p>- ID photo: recent passport-sized high-quality photo (not glossy), with white background, in color, with facing forward, not older than 3 months and must not have been used anywhere in the current or previous passports. The forehead and ears must be visible, no teeth showing and without heavy jewelry.</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>- Application form</p> <ul style="list-style-type: none"> - <u>Completed (online) and printed out by the applicant and signed by the applicant at the VAC in front of the officer</u> (the stay in Greece should be the longest or equal to other Schengen Member States or in case of equal duration stay, Greece should be the first State of entry) - If the applicant is a minor: <ul style="list-style-type: none"> o Original full unabridged birth certificate should be submitted and the official documents/ court decisions establishing the minor's parents/ legal guardians o Certified copy of the full unabridged birth certificate of the minor and certified copy of the official documents/ court decisions establishing the minor's parents/ legal guardians o If only one parent has guardianship of the minor, the relevant court documents must be submitted (original and certified copies) o Only in case of delay by S.A. Authorities to issue unabridged birth certificate: <ul style="list-style-type: none"> ▪ proof of having lodged the relevant request to the competent authorities ▪ and official letter from the minor's school or from the hospital where he/ she was born confirming the identity of the parents o <u>both parents/ legal guardians must sign:</u> <ul style="list-style-type: none"> ▪ in person at the VAC ▪ submit form of parental consent duly signed and certified by the South African police ▪ submit a notarized certificate of parental consent (in case of sole custody of one parent) even if the minor is traveling and/ or applying with both parents o Certified copies of ID/ passport of both parents 	<input type="checkbox"/>	<input type="checkbox"/>
<p>- Copy of confirmed round trip air-ticket with dates and flight numbers specifying entry and exit from Schengen State. Please provide a copy for each application. (Confirm travel dates)</p> <ul style="list-style-type: none"> - Full Itinerary for the entire stay (to explain the whole trip, with destinations and dates) - Please ensure flight tickets can only be issued up to 90days no longer - Please ensure the reservation states the passenger's name - The visa of the final country of destination (if needed) should be obtained before applying for a Schengen visa 	<input type="checkbox"/>	<input type="checkbox"/>
<p>- Copy of Travel Insurance Policy</p> <ul style="list-style-type: none"> - Covering the entire period of intended stay - Valid for all Schengen States - Address to the Greek General Consulate - Covering any expenses for repatriation, urgent medical attention, emergency hospital treatment or death during stay - Minimum coverage EUR 30 000. (clause to be stated on the medical insurance) 	<input type="checkbox"/>	<input type="checkbox"/>
<p>- Proof of accommodation:</p> <p>- For Tourists: hotel/ holiday home confirmed reservation or tour vouchers. It should clearly state names of applicants, arrival and departure date, address of the hotel and contact details. All confirmation of vouchers should be from the hotel and not via travel agent/ company. If the name of the applicant is not stated on the booking confirmation, the person who booked the accommodation and whose name is stated on the booking confirmation must provide a certified letter confirming that the applicant will be staying with him/ her and a copy of his/ her ID/ passport. If applicant is also travelling to other Schengen States, proof of accommodation in each of the Member State.</p>	<input type="checkbox"/>	<input type="checkbox"/>



<p>- For Cruise: full itinerary, passenger details from the company along with proof of payment (a Visa is required for Cruise passengers when itinerary includes call at Greek port).</p> <p>- For Yacht/ Sailing: letter from sailing company/ skipper with itinerary for each day and details of applicants travelling for vacation. Yacht registration and a copy of passport of the skipper.</p> <p>- For applicants visiting friends or family:</p> <ul style="list-style-type: none"> ○ Invitation letter (On a sworn affidavit certified in Greece police station or if host is in South Africa must be certified in SA police station) from host, confirming names, dates and accommodation. The invitation letter must clearly identify the host and the invitee (name, address, birthdate, official identification number, occupation and permanent residence); the purpose of the visit; length of stay and accommodation status (where will the invitee stay and who pays for it). Some Member States may require that proof of sponsorship and/ or private accommodation is provided by means of a specific form ○ Accompanied by the certified copy of the host passport 	<input type="checkbox"/>	<input type="checkbox"/>
<p>- Proof of sufficient funds for duration of stay:</p> <ul style="list-style-type: none"> - Recent, original bank statements with ORIGINAL INK STAMP on each page for Johannesburg and Durban. E-STAMP for Cape Town of the past three months, not older than 14 days from the date of application. Current account (the account on which the applicant salary goes into; needed even if company or other sponsor pays for the trip), Savings account, investments, credit card statements can be submitted in addition. If the bank accounts of the last three months do not show sufficient funds, any proof of other regular incomes - If the applicant is sponsored, the applicant should submit the sponsor's bank statement of the last three months with an original ink bank stamp on each page showing sufficient funds, a certified sponsorship letter signed by the sponsor and the ID/ PASSPORT copy of the sponsor - If account is a business account and not in the applicant name, a CK or CIPRO document or bank letter confirming the applicants has signing powers must be submitted 	<input type="checkbox"/>	<input type="checkbox"/>
<p>- For employees:</p> <ul style="list-style-type: none"> - Employment letter (ORIGINAL NOT COPIED), with an original stamp and signature from the HR department of the company, specifying the date of recruitment, position in the company, salary and confirmation of leave approval - If self-employed, proof of company registration CC/ CK or CIPRO DOCUMENTS - If sole proprietor letter from the accountant or the bookkeeper with original signature on the letter head (not a copy) 	<input type="checkbox"/>	<input type="checkbox"/>
<p>- For business travellers:</p> <ul style="list-style-type: none"> - Official invitation letter from inviting company in Greece (ON OFFICIAL COMPANY LETTER HEAD, STAMPED AND SIGNED) containing: <ul style="list-style-type: none"> ▪ Full address and contact details of the company ▪ Name and position of the countersigning company representative ▪ The purpose and duration of the trip ▪ Identity of the invited applicant ▪ Person or company who will bear the travel and living costs and if sponsored financial guarantee for the visa applicant's return to South Africa - Hotel reservation unless the invitation letter clearly states that accommodation is provided mentioning the details of the accommodation - Letter from invited company containing: <ul style="list-style-type: none"> ○ Full address & contact details of the company ○ Name and position of the countersigning company representative <ul style="list-style-type: none"> ▪ Confirmation of employment, years of employment, nature of work, type of contract ▪ Purpose and duration of the trip 	<input type="checkbox"/>	<input type="checkbox"/>
<p>- For pensioners: proof of pension</p>	<input type="checkbox"/>	<input type="checkbox"/>
<p>- For students: letter from school/ college/ university with original signature confirming attendance and copy of student card</p> <ul style="list-style-type: none"> - Students should be always sponsored by someone (even if they have enough funds in their bank account) 	<input type="checkbox"/>	<input type="checkbox"/>
<p>- EEA/EU Dependents:</p> <ul style="list-style-type: none"> - Spouse or children of EEA/ EU passport holders are required to submit certified copy of marriage certificate (spouse) and unabridged birth certificate (children). - Travel Insurance - Certified copy of EEA/ EU citizen's passport - Flight reservation and accommodation with details of applicant and EEA/ EU national - No proof of adequate funds and proof of accommodation needed (optional) 	<input type="checkbox"/>	<input type="checkbox"/>



VISA APPLICATION CENTER FOR GREECE

<p>- For applicants travelling for cultural/ sports/ religious events:</p> <ul style="list-style-type: none">- Original letter of invitation by event organizer (containing contact details, name and position of undersigning representative)- Enrollment/ Entry tickets/ Event Program- Letter of institution sending the applicant <p>- For film crews:</p> <ul style="list-style-type: none">- Letter of the film company specifying name, synopsis of the film and shooting locations- Complete list of names of travelling crew members along with their designations- Letter from the agency in Greece confirming arrangements for film permits- Certificate of registration with the Local Pictures Producers Association/ Film Chamber of Commerce.	<input type="checkbox"/>	<input type="checkbox"/>
<p>- For applicants travelling for study/ research purposes:</p> <ul style="list-style-type: none">- Certificate of admission or registration at an educational institute for the purpose of attending academic or vocational courses, or cover letter from the host company- Student cards or certificates of the current enrolled institute	<input type="checkbox"/>	<input type="checkbox"/>
<p>- For applicants travelling for medical treatment:</p> <ul style="list-style-type: none">- Certificate from a medical doctor and/ or a medical institution stating the medical history of the patient and confirming the need of specific medical treatment to be received- Proof that the specific medical treatment cannot be provided in South Africa- Official document from the receiving medical doctor or medical institution confirming that the specific medical treatment can be performed, and patient be accepted accordingly- Proof of financial arrangement made- Any other correspondence between the sending medical doctor and the receiving medical institution, if available	<input type="checkbox"/>	<input type="checkbox"/>

GVCW Submission Officer Name: _____

Applicant's Signature: _____