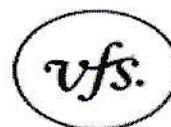




EMBASSY OF ESTONIA
NEW DELHI



Embassy of Estonia
New Delhi

Application should be submitted at the local Visa Facilitation Centre VFS. Estonia Visa Application Centre
Website: <https://www.vfsglobal.com/estonia/india/>

Online completed visa application: <https://eelviisataotlus.vm.ee/>

Checklist for Schengen Visa: BUSINESS		YES	NO
1	Valid passport - issued within the last 10 years and with at least 3 months validity after the scheduled return, with at least two empty pages along with old passports (if not, FIR or proof of cancellation)		
2	Application form – completed, signed twice by the applicant. If the applicant is a minor, visa application signed twice by legal guardian (Proving the custody of a minor child, apostilled birth certificate, divorce papers etc)		
3	One passport photograph – not older than 6 months (35mm x 45mm) in color with white background with no software corrections.		
4	Cover letter - Name, passport number and travel date as per the ticket along with the travel plan with travel dates		
5	Travel health insurance - Valid in Schengen countries with a coverage of at least 30,000 EUR for the entire duration of stay in the Schengen area https://www.vfsglobal.com/estonia/india/pdf/Travel-Insurance-Companies-Family.pdf		
6	Proof of accommodation - For the whole duration in the Schengen area.		
7	Proof of means of transport – flight reservation with return tickets		
8	Introduction letter - business letterhead from the employer/company, signed and stamped by HR or directorate mentioning your position and the duration of your service. "No objection statement" regarding the planned trip to Estonia/Schengen States. The dates and purpose of the trip.		
9	Invitation letter from the business partner in Estonia: <ul style="list-style-type: none"> - With full details of the inviter: full name, address, E-mail and telephone number. - Original or copy, signed and stamped, mentioning the invitee details, the dates and purpose of the trip with detailed schedule of the business meetings or trainings (day to day schedule). 		
10	Proof of financial status : All documents have to be originals, in format A4, with stamp and signature of Bank. <ul style="list-style-type: none"> - Last 3 months personal bank account statements. - Personal ITR (only ITR-V, Indian Income Tax Return Verification Form or Acknowledgement is accepted) for the last 2 assessment years. 		

	<p>If employed :</p> <ul style="list-style-type: none"> - Last 3 months salary slips and last 3 months salary bank account statements. <p>If self-employed and/or company owner :</p> <ul style="list-style-type: none"> - Business registration certificate / Partnership Deed / Proof of proprietorship or other proof of ownership. Last 3 months personal and business bank account statements. <p>If retired :</p> <ul style="list-style-type: none"> - Personal pension bank statement for the last 3 months. - Proof of regular income generated by ownership of property or business. <p>If Student or unemployed:</p> <ul style="list-style-type: none"> - Parents or legal guardians must provide their personal bank statements for the last 3 months. <p><u>You should have proof of at least 100 EUR per day of stay in Estonia.</u></p>		
11	<p>Passport copy of 1st page (bio data) and last page of the passport</p>		

NOTE: *The Embassy reserves the right to request for further documentation.*

Name of the applicant: _____

Email: _____

Signature: _____

Location: _____

SO Name: _____

Date: _____