

## EMBASSY OF FRANCE IN CROATIA

### SHORT STAY SCHENGEN VISA APPLICATION

- **Document or photocopy missing = incomplete file = high risk of visa refusal**
- File fees represent an exchange value of 60 euros, **Not refundable** and must be paid in local currency (**Kunas**), in **CASH ONLY**.
- **EACH FAMILY MEMBER SHOULD HAVE A SEPARATE, COMPLETE FILE**

<input type="checkbox"/>	1.	The present list of documents on which you will have ticked each document attached and copies
<input type="checkbox"/>	2.	1 short stay Schengen visa <b>form</b> fully filled and signed
<input type="checkbox"/>	3.	2 identity <b>photographies</b> (3,5 x 4,5 cm). The photo must be recent, clearly showing the face, the forehead hairline and ears on a white background.
<input type="checkbox"/>	4.	<u>ORIGINAL + 1 PHOTOCOPY</u> : valid <b>passport – only identity pages</b> The passport should be issued less than <b>10 years ago</b> and valid for at least <b>6 months after</b> the departure from Schengen states. It should contain at least <b>2 blank visa pages</b> .
<input type="checkbox"/>	5.	<u>ORIGINAL + 1 PHOTOCOPY</u> : A proof of <b>stay permit</b> in Croatia
<input type="checkbox"/>	6.	A proof of the means of personal transport: ( <b>flight/train/bus...</b> ) <b>ticket reservation/booking</b> with confirmed dates
<input type="checkbox"/>	7.	<u>ORIGINAL + 1 PHOTOCOPY</u> : <b>Proof of accommodation</b> ▶ confirmed hotel reservation for the whole length of your stay in all Schengen countries. Address and dates should be stated ▶ if you are staying with family or friend(s) you must present an “ <b>Attestation d’Accueil</b> ” that your host must obtain from their City Hall in France.
<input type="checkbox"/>	8.	<u>ORIGINAL + 1 PHOTOCOPY</u> : <b>Financial guarantee</b> . <input type="checkbox"/> your last 2 months bank statement showing transactions, your name and number of account, <b>AND</b> <input type="checkbox"/> if you have a saving account, do not hesitate to include it. <input type="checkbox"/> if your financial means are not sufficient, you may also provide commitment letter from your sponsor stating he/she will be responsible for all your expenses, a proof of his/her financial means (as mentioned above) and a copy of his/her passport.
<input type="checkbox"/>	9.	<u>ORIGINAL + 1 PHOTOCOPY</u> <b>Travel insurance</b> Your name and dates of coverage should be stated on the policy. The insurance should cover the following during the entire duration of your stay: medical expenses, hospitalization and repatriation costs incurred for at least 30,000 euros during your stay.
<input type="checkbox"/>	10.	<b><u>FOR BUSINESS TRIPS</u></b> (in addition to all the mentioned above documents) <u>ORIGINAL + 1 PHOTOCOPY</u> , an official business invitation letter from a company in France <b>and</b> a letter from your employer in Croatia stating: ▶ that you are going to France on their behalf and the purpose of your visit ▶ the name address and contact number of the company to be visited ▶ that your employer takes full responsibility for all your expenses incurred while in France ▶ that they guarantee your return to Croatia