

## **List of documents necessary for any type of visa, common for all the countries represented by the Common Application Center:**

1. A valid passport the validity of which has to exceed that of the requested visa by at least 3 months.
2. A copy of the page with the personal data from the passport.
3. 1 passport-size colour photo (not older than 6 months); the size of the photo - 3,5x4,5.
4. A travel medical insurance (providing cover for at least 30000 € for financing urgent health services and homeward transportation due to medical reasons).
5. A wholly and legibly completed, signed application form. The application must be filled in using capital Latin letters (not Russian). It can be downloaded from the official website of the Hungarian Embassy: <https://kisinyov.mfa.gov.hu/eng>
6. Letter of employment specifying the occupied position, the monthly salary and stating that vacation is given for the period of the trip. Workbook record or freelancer certificate (original and a copy). In the case of students – a certificate from the education establishment and the student card (original and a copy).
7. Old passports and copies of previous Schengen visas or visas to the Great Britain or the United States of America (if there are any).
8. A plane/bus/train ticket reservation (both ways). In case you travel by car – driver's license, certificate of registration of the car, Green Card Insurance (originals and copies).
9. Identification card (original and a copy).

Besides the general documents mentioned above, the applicant should submit the documents confirming the purpose of the trip and the proof of sufficient financial means.

## **List of documents depending on the purpose of travel:**

### **Persons travelling for the purpose of medical treatment**

1. Letter of employment specifying the occupied position, the monthly salary and stating that vacation is given for the period of the trip. In the case of children – a certificate from the education establishment
2. Workbook record or freelancer certificate or student card (original and a copy)
3. Official document from the medical institution confirming the necessity of medical care in this institution, if applicable the necessity of being accompanied.
4. Proof of sufficient financial means to pay for the medical treatment and related expenses
5. A plane/bus ticket reservation (both ways). In case you travel by car – driver's license, certificate of registration of the car, Green Card Insurance (originals and copies).
6. Identification card (original and a copy).
7. Children under 18 years old – birth certificate (original and a copy) and authorization for expatriation signed by the legal representative of the minor who is not travelling with the minor.

### **Persons travelling for the purpose of business**

1. Letter of employment specifying the occupied position and the monthly salary.
2. Workbook record or freelancer certificate (original and a copy)
3. Letter of invitation in original containing the registration number of the inviting company.
4. Confirmation of the existence of business relations (contracts) in original and a copy.
5. Certificate of Registration of the invited company issued by the State Chamber of Registration of the Republic of Moldova (original and a copy).
6. A plane/bus ticket reservation (both ways). In case you travel by car – driver's license, certificate of registration of the car, Green Card Insurance (originals and copies).
7. Identification card (original and a copy).
8. Confirmation of hotel reservation
9. Confirmation by the inviting or sending entity to cover the costs of the trip; or proof of sufficient financial means (copy of the credit card accompanied by a recent ATM slip or an extract from the bank account in original (bank statements from the last three months), or traveler checks signed by the holder)

### **Persons travelling for the purpose of cultural activities**

1. A written request from the host organization confirming that the applicant is participating in the event.
2. Workbook record or freelancer certificate or student card (original and a copy)
3. Confirmation by the inviting or sending entity to cover the costs of the trip; or proof of sufficient financial means (copy of the credit card accompanied by a recent ATM slip or an extract from the bank account in original (bank statements from the last three months), or traveler checks signed by the holder)
4. A plane/bus ticket reservation (both ways). In case you travel by car – driver's license, certificate of registration of the car, Green Card Insurance (originals and copies).
5. Confirmation of accommodation.
6. Identification card (original and a copy).
7. Children under 18 years old: birth certificate (original and a copy) and authorization for expatriation signed by the legal representative of the minor who is not travelling with the minor.

### **Persons travelling for the purpose of an official trip**

1. Invitation from the organization in the country of destination
2. A letter issued by the competent Moldovan authority confirming that the applicant is a member of its official delegation, accompanied by a copy of the official invitation
3. Confirmation of transportation means
4. Confirmation of accommodation
5. Identification card (original and a copy)

## **Persons travelling for the purpose of a private visit**

1. Letter of employment specifying the occupied position, the monthly salary and stating that vacation is given for the period of the trip. In the case of children – a certificate from the education establishment
2. Workbook record or freelancer certificate or student card (original and a copy)
3. Detailed information on the relations between the applicant and the inviter (all certificates proving family ties or, in case of friendly relations, a description of the history of relations)
4. Close relatives - spouse, children (including adopted), parents (including custodians), grandparents and grandchildren – visiting citizens of the Republic of Moldova legally residing in the territory of the Member States, or citizens of the European Union residing in the territory of the Member State of which they are nationals: a written request from the host person the authenticity of whose signature must be proven by the competent authority of the country of residence according to its national legislation.
5. Proof of invitation as well as the proof of sufficient financial means using the special form required by some Member State. (If the inviting person is accredited with a diplomatic status, a copy of the accreditation card is to be presented alongside with an invitation from the Embassy/Representation).

The following Member States require applicants to present an official form (Belgium, Czech Republic, Denmark, Germany, Greece, France, Hungary, The Netherlands, Latvia, Slovenia, Spain and Sweden). Details can be found on the websites of the respective Member States.

6. A plane/bus ticket reservation (both ways). In case you travel by car – driver's license, certificate of registration of the car, Green Card Insurance (originals and copies).
7. Identification card (original and a copy).
8. Children under 18 years old: birth certificate (original and a copy) and authorization for expatriation signed by the legal representative of the minor who is not travelling with the minor.
9. Copy of the passport (residence permit) of the inviter.
10. Confirmation by the inviter to cover the costs of the trip; or proof of sufficient financial means (copy of the credit card accompanied by a recent ATM slip or an extract from the bank account in original (bank statements from the last three months), or traveler checks signed by the holder).

### **Persons travelling for the purpose of sports events**

1. A written request from the host organisation, competent authorities, national sport Federations or National Olympic Committees of the Member States specifying the purpose and the duration of the trip and the registration number of the host organization.
2. Workbook record or freelancer certificate or student card (original and a copy)
3. Membership card of a sports club or proof of status as a professional athlete (original and a copy)
4. Certificate of registration of the Moldovan sports association
5. Confirmation of transportation means
6. Confirmation of accommodation
7. Identification card (original and a copy).
8. Children under 18 years old: birth certificate (original and a copy) and authorization for expatriation signed by the legal representative of the minor who is not travelling with the minor.

### **Persons travelling for the purpose of studies**

1. Confirmation of school attendance
2. A written invitation by, or a certificate of enrolment from, the host university, college or school or student cards or certificates of the courses to be attended
3. Documents proving the existence of financial means for the stay (extract from the bank account (bank statements from the last three months); or a declaration from the parents about the coverage of expenses accompanied by a certificate from work about the salary; or certificate about the scholarship amount)
4. Confirmation of accommodation (accommodation at a dorm, or a rental contract accompanied by an extract from the real estate register about the owner)
5. A plane/bus ticket reservation (both ways). In case you travel by car – driver's license, certificate of registration of the car, Green Card Insurance (originals and copies)
6. Identification card (original and a copy).
7. Children under 18 years old: birth certificate (original and a copy) and authorization for expatriation signed by the legal representative of the minor who is not travelling with the minor.

### **Persons travelling for the purpose of tourism**

1. Letter of employment specifying the occupied position, the monthly salary and stating that vacation is given for the period of the trip. In the case of children – a certificate from the education establishment
2. Workbook record or freelancer certificate or student card (original and a copy)
3. Detailed description of travel plans: route, dates and places
4. Confirmation of hotel reservation. This confirmation (which can be sent by fax or e-mail) must be issued by the hotel and contain its contact data (address, phone number)
5. Proof of sufficient financial means (copy of the credit card accompanied by a recent ATM slip or an extract from the bank account in original (bank statements from the last three months), or traveler checks signed by the holder)
6. A plane/bus ticket reservation (both ways). In case you travel by car – driver's license, certificate of registration of the car, Green Card Insurance (originals and copies)
7. Identification card (original and a copy).
8. Children under 18 years old: birth certificate (original and a copy) and authorization for expatriation signed by the legal representative of the minor who is not travelling with the minor.

### **Persons travelling for the purpose of transit**

1. Visa of the country of destination and a copy
2. Corresponding proof of the trip (car documents, travel tickets, hotel reservation if the duration of the transit is longer than one day)
3. Identification card (original and a copy). In the case of children under 18 y.o. – birth certificate (original and a copy) and authorization for expatriation signed by the legal representative of the minor who is not travelling with the latter.
4. Proof of means of subsistence

## **Truck drivers**

1. A written request from the National agency of the road transport (ANTA) or the International Association of Carriers of the Republic of Moldova (AITA) stating the purpose, itinerary, duration and frequency of the trips. The written request shall contain the registration number of the company that owns the truck and hired the driver as well as the registration number of the inviting company. \*
2. Workbook record or freelancer certificate (original and a copy)
3. Driver's license of the applicant (original and a copy) and the international driver's license (original and a copy)
4. TIR Certificate
5. Green Card Insurance for the truck
6. Contract of collaboration between the companies (original and a copy)
7. Identification card (original and a copy).

\*According to the information provided by the Ministry of Foreign Affairs and European Integration of the Republic of Moldova, the following institutions are authorized to issue written requests for the international transporting operators of the Republic of Moldova aiming at lodging the visa applications for one of the member-states of the European Union:

- International Association of Carriers (AITA) will further issue confirmation letters for the international transport operators, which are members of AITA, at their request, aiming at lodging the visa applications for one of the member-states of the European Union.
- National agency of the road transport (ANTA) will further issue confirmation letters for other international transport operators, which are not members of AITA, at their request, aiming at lodging the visa applications for one of the member-states of the European Union.