

**CHECKLIST: FAMILY MEMBERS OF EU OR EEA NATIONALS**  
**(Please, submit documents in this order)**

Please be informed that a joint electronic archive for the entire immigration administration will gradually replace the current paper archive. This means that all documents which are listed in the checklist below will be electronically scanned at the Embassy from January 2011. It is therefore very important that all original documents must be submitted with a perfect copy in A4 format. Please do not staple or glue any documents together as this will delay the scanning process.

**SPOUSES, DESCENDANTS AND DEPENDENTS OF EU OR EEA NATIONALS WHO EXERCISE THEIR RIGHT OF FREE MOVEMENT WITHIN THE EU/EEA AREA ARE TO SUBMIT THE FOLLOWING SUPPORTING DOCUMENTS:**

*Please check the boxes below and sign to confirm which documents you have submitted:*

- Cover letter** from the Application Portal (signed by the applicant)
- Passport photo** (*not older than 3 months, 2 inches in size, white background, with no glasses and glued to the cover letter*)
- Passport or travel document.** *Please make sure that your passport is valid for at least three months beyond your intended stay in Norway, and that the passport has at least two blank pages for a visa sticker.*
- Copy of the applicant's passport** (*Place and date of issue, expiration date, previous visas, valid resident/- work permit in Thailand etc.*)
- Marriage Certificate** - *If you are married to an EU or EEA citizen (original + 1 copy)*  
**Birth Certificate** - *If one or both of your parents are EU EEA citizens (original + 1 copy)*  
**The Birth Certificate of the son/ daughter you depend on** – *If you are a dependent ascendant of an EU or an EEA citizen (original + 1 copy)*
- Documentation showing that the EU/EEA national is exercising his/her right to free movement pursuant to the EEA Agreement or the EFTA Convention** (*for example by a copy of the EEA national's registration certificate, valid ID or travel document*)
- Visa application fee** – In order to avoid abuse of the Application Portal, all applicants must 'pay' the appropriate fee when registering the application. However, when the Embassy receives the above-mentioned documents proving the relationship to the EU/ EEA national (spouses, descendants and dependants ascendants), the fee will be refunded (electronically). Please note that the payment amount is only reserved on your account, not actually transferred to the Embassy. Once you produce the relevant supporting documents proving that you are exempt from paying the visa fee, the Embassy will cancel the fee authorisation immediately.
- It is not necessary to submit any other documents, although the Embassy strongly recommends that you always travel with a **valid health/ travel insurance**

**NOTE:** *Documentation from the reference person must be sent by **regular or express mail directly** to the applicant, and **not** by fax or as a scanned attachment to e-mail. **Please do not send any documents directly to the Embassy.***

I hereby confirm that I personally have submitted this application for a visa and that all information stated in the application and the supporting documentation is true. I am aware that providing incorrect information or falsified documents deliberately are punishable acts by both Thai and Norwegian law and will lead to refusal of visa. I have been informed that the case processing time will increase if the application submitted is incomplete and the immigration authorities have to obtain further documentation. I have also been informed that there is an increased risk of the visa application being rejected if the requested information is not provided within the deadline stipulated by the immigration authorities.

Date:

Place:

Signature:



ROYAL NORWEGIAN EMBASSY

*Bangkok*