

## CHECKLIST: VISIT FAMILY IN NORWAY

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.

### DOCUMENTS FROM THE APPLICANT:

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 three months old, 2 inches in size, white background, with no glasses and glued to the cover letter).
- Passport** (both new and old passport(s) if any).
- Copy of the applicant's passport** (Place and date of issue, expiration date, previous visas, valid resident/- work permit in Thailand etc). 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.
- Booking of roundtrip air ticket, with fixed travel dates of maximum 90 days.** (Do not buy the ticket until a visa has been granted. Note: If the application is approved, the visa will be issued according to the dates on the booking).
- Original compulsory travel medical insurance, covering all Schengen countries + 1 copy** (covering the entire Schengen area for a minimum amount of € 30,000 for the duration applied for (as per travel plan submitted) + fifteen (15) days).
- Original and copy of all relevant pages of Household Registration, and/- or other documents proving the family relation with the sponsor in Norway.**
- Documentation of civil status**
- Original documents confirming employment, private business, school or studies; a permission for leave of absence + 1 copy**
- Bank statements for at least the last 3 months (original bank book + 1 copy of each used page)**  
(If insufficient, a guarantee form from the sponsor in Norway needs to be submitted; see information below.)
- If you are under 20, you must also submit:**
  - If you are travelling alone:  An original and a copy of letter of consent signed by both parents, stamped by Amphur
  - If you are travelling with only one of your parents:  An original and a copy of letter of consent from the other parent, stamped by Amphur
  - If the parent you are travelling with has single custody:  An original and copy of certificate of single custody
- Optional for applicants who want sponsor or other person to represent them in the case: Letter of Power of Attorney** (Separate form is obtainable at the Embassy and on the Embassy's website).

### DOCUMENTS FROM FAMILY MEMBER IN NORWAY:

- Invitation letter from family member in Norway stating the purpose of the visit.** (The invitation letter must be original and signed by the family member in Norway).
- Certified copy of relevant pages of the family member's passport** (showing Norwegian work or residence permit), and copy of the guarantor's passport (if for example the family member's spouse is the financial guarantor)
- Documentation of civil status of the family member in Norway**

The documents below are only required if the applicant does not have documents proving sustainable economic means or income:

- Original 'Guarantee Form for Visits' stamped by the Police in Norway + 1 copy**

**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*