

MALTA VISA APPLICATION CENTRE**马耳他签证申请中心****CHECKLIST FOR A SCHENGEN VISA TO VISIT
FAMILY & FRIEND IN MALTA APPLICATIONS****赴马耳他探亲、访友的申根签证申请清单****Name:**

姓名

Purpose of Visit:

访问目的

Passport No:

护照号码

Group No. (IF APPLICABLE)

团队编号 (没有不填)

		Yes	No	Remarks
1.	One (1) completed and signed visa application form duly filled in English. 用英文填写的一份完整的并签字的签证申请表			
2.	Valid passport with validity of at least three (3) months after expiry of the visa and should contain at least 2 blank pages. 护照在签证到期后至少有 3 个月有效期，且至少保留 2 页空白签证页			
3.	Original and one (1) photocopy of passport (empty pages need not be photocopied). 护照原件及一份复印件 (空白页不需要复印)			
4.	Two (2) passport-size photographs bearing a true likeness to the applicant. 两张护照尺寸的近照			
5.	One (1) copy of the ID card. 一份身份证复印件			
6.	Original and one (1) copy of the family book. 户口本原件及一份复印件			
7.	Hotel Confirmation/s for the whole journey within the Schengen Countries. If staying with host family, a written confirmation from the host family declaring the commitment to accommodate throughout the duration of the journey. 申根国家范围内整个行程的酒店订单。若居住在邀请人家庭，需要寄宿家庭出示包含整个行程的住宿证明。			
8.	Confirmed air ticket reservation. If ticket is presented, a copy is retained. 机票订单。若机票已出，要求机票复印件			
9.	Proof of a valid travel insurance policy, either individual or group, with a minimum cover of 30,000 Euro and must be valid in Schengen country. 有效的人身意外医疗旅游保险，个人及团体都要求最低保额在 3 万欧元以上，且须在申根国家有效。			

10	Proof of sufficient and regular personal financial means or bank statements minimum 48 Euros per day			
	充足的个人定期银行存款证明或每天至少 48 欧元的银行对账单			
11	Letter of Invitation.			
	邀请函			
12	A copy of the ID card or passport of host if host is a Maltese or EU national or A copy of the resident permit/visa issued in Malta, if host is a Third Country national			
	若邀请人是马耳他人或是欧盟国民，需要其身份证复印件 或者 若邀请人是第三国国民，需要马耳他签发的居留许可或者签证			
13	If visiting a family member, a notarized certificate of relationship. 若探访家庭成员，需要一份亲属关系公证书			
14	Proof of Employment of applicant: Letter from employer indicating name, address, telephone number of the employer, position of applicant, tenure duration, salary if applicable. 申请人的在职证明:涵盖雇主的姓名，地址，电话号码，申请人的职位，任期，薪金			
15	Attestation of employment of person inviting			
	邀请人的工作证明			
16	FOR MINORS: 未成年人： Notarized Birth certification of minor 未成年人的出生证明公证			
	Authorization of the both parents or Legal Guardian 父母双方或监护人的同意出行函			
	Copy of Passport Data Page of both Parents or Legal Guardian 父母双方或监护人的护照首页 In case of Legal Guardianship documentary evidence proving status 监护关系的相关证明文件			
17	Non-Chinese citizen: Chinese Visa or residence permit valid for 3 months after return			
	非中国公民： 所持的中国签证或居留许可可在马耳他签证到期回国后的 3 个月仍需有效			

Inquiry Officer to delete as appropriate:

资料审核员根据适用情况选择：

- (a) The applicant has confirmed that he/she has no other supporting documents to submit.
申请人已经确认没有其他的材料需要提交
- (b) The applicant has submitted the supporting documents above. I have advised him/her that failure to submit all necessary documents may result in the application being refused and visa fee is non-refundable. He/she has chosen to proceed with the application.
申请人已经递交了上述文件，我已通知其不提交所有必要文件会导致被拒签，且申请费用不予退还。但其选择继续提交申请。

VISA FEE (签证费)		NAME OF TRAVEL AGENT 代理名称	
VISA PROCESSING FEE (签证受理费)		ADDRESS 地址	
COURIER FEE (IF ANY) 快递费 (如选)			
OTHER FEES (其他费用)		TEL 电话	

Name & Signature of Inquiry Officer
(资料审核员签名)

Date
(日期)

Applicant Signature
(申请人签名)