



**TAQSIMA ĊENTRALI TAL-VIŻA
CENTRAL VISA UNIT**

DOCUMENTATION REQUIRED FOR PROFESSIONAL/ BUSINESS VISA (NECESSARY STAY FOR MORE THAN 90 CONSECUTIVE DAYS)

- 01 Fully filled in Visa Application form signed by the applicant;
- 02 Passport. Must have a minimum validity of 8 months;
- 03 1 Passport photo according to ICAO Standards Pg14 (3.9.1.5);
- 04 Invitation letter on the company's letterhead signed by the invitee;
- 05 In cases of applications under the business category, proof of business relations between the applicant and the invitee must be provided, including an agenda and supporting documentation to justify the need for business activities exceeding 90 days.
- 06 Full passport copy;
- 07 Proof of accommodation:
 1. Declaration of proof - This is to be provided in those cases where the host will be providing the applicant with free accommodation. Declaration of proof must be signed and stamped by a local lawyer or notary. Together with this, a copy of the host's ID Card, and proof of residence, such as a utility bill, must be provided. If the applicant will be accommodated at a secondary address this must be stated;
 2. Lease Agreement – This must be signed by both parties and stipulate the duration, home address, and name of applicant, and amount of rent;
 3. Hotel Booking – minimum of 14 consecutive nights from date of arrival in Malta.
- 08 Flight booking details. Full flight itinerary must be provided, indicating applicant's name, date of flight, and all stops - preferably transiting outside the Schengen area;
- 09 Bank Statement: must be of the past three months and must have sufficient resources for the duration of stay;;
- 10 Medical and Travel insurance:
 - Must be valid for the Schengen area;
 - Must have a minimum medical coverage of €30,000;
 - Must include name, surname, and passport number.
 - Assurance that the coverage will be valid for non-applicable residents.
- 11 Memorandum and Articles of Association of host company;
- 12 Proof of business between applicants and invitee;

13 Proof of business being conducted by the applicant;

14 Fees to be settled by credit/visa card:

Standard Visa Application Fee of €150

Extended Visa Application Fee of €250.

15 It is important to note that any applications submitted under the business category that are, in fact, related to employment, or for short term stays will be refused.

All documents should be submitted in English