



EUROPEAN
COMMISSION

Brussels, 6.5.2019
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ANNEXES 1 to 6

ANNEXES

to the Commission Implementing Decision

**establishing the list of supporting documents to be submitted by applicants for short
stay visas in Canada, Ghana, Israel, Mexico, Senegal and Tunisia**

ANNEX V

List of supporting documents to be submitted by applicants for short stay visas in Senegal

I. General requirements for all visa applicants

1. Proof of a return flight reservation

2. Proof of accommodation during the visit

- confirmation of accommodation provided by the host company, or if not covered by the inviting company:
 - proof of means to cover accommodation costs, or
 - confirmation of private accommodation, stating that the host will cover the costs, or
 - proof of rental or ownership of a property.

3. Proof of financial means (salary slips and/or bank statements for the last three months, credit card, letter of sponsorship, formal obligation).

4. Proof of socioeconomic situation or status in Senegal

- Civil servants/employees: act of appointment or certificate of tenure or certificate of employment or recent employment contract, certificate of leave of absence or mission order.
- Traders: proof of entry in the trade register, single taxpayer identification number (NINEA), bank statements for the last three months, proof of the company's activities (invoices, delivery notes, proof of consignment of goods, etc.).
- Pensioners: proof of receipt of a retirement pension.
- Students: school attendance certificate for the current academic year, proof of personal financial means or sponsorship by a sponsor. Documents to be submitted by the sponsor: specific cases (civil servant, trader, employee, etc.) and a copy of the sponsor's identity document.
- Minors: copy of the birth certificate or the family record book (livret de famille), copies of the parents identity documents, proof of the social or professional situation of the parents and, where applicable, official parental consent to leave Senegal from both parents or from the parent who is not travelling with the minor (unless the parent who is travelling with the minor has sole custody); where applicable, the death certificate of a parent.

- Unemployed persons: proof of family ties with the sponsor. For the sponsor: see Section 4 specific cases (civil servant, trader, employee, etc.) above.

Non-Senegalese nationals: a Senegalese residence permit or equivalent proof of long-term legal residence in Senegal, valid for at least three months following the applicant's departure from the Member State of destination, or proof that the renewal of the long stay permit has been applied for. If the non-Senegalese national does not intend to return to Senegal, the applicant must show proof that entry to their country of origin or any other third country is guaranteed.

II. Documents to be submitted depending on the purpose of travel

1. Tourism or family/private visit

- Letter of invitation, or tourist itinerary or sponsorship form from sponsor in the host country.
- For a family visit: proof of family ties (e.g. a family record from the register office (*fiche familiale d'état civil*)).

2. Business trip/participation in a conference, cultural event

Invitation letter from a company or institution in the Member State of primary destination, specifying the identity of the invited person, the reason for the visit and the date(s) of the visit, along with documentary evidence of the business relationship (contracts, invoices, correspondence, proof of import, etc.). The invitation letter should also indicate who will cover the expenses for the trip.

3. Official mission

Note verbale and/or mission order identifying the person going on mission, official job title, purpose of the trip, commitment by the sending entity to cover the costs for the trip.

4. Travelling for the purpose of medical treatment

- Medical certificate/report drawn up by a doctor confirming the illness and where applicable, the report should indicate that the illness cannot be treated in Senegal.
- Official document issued by a medical establishment in the Member State of destination confirming that it can provide the medical treatment in question and proof of admission of the patient for this treatment.
- Estimate of medical costs.

- Proof of payment of the medical costs or proof of sufficient financial means to pay for the medical treatment and related expenses.

5. Travelling for the purpose of studies, training or traineeship

- Proof of enrolment at the institution concerned.
- Proof of financial means: applicant's bank statements for the last three months or proof of sponsorship.