

ANNEX V

List of supporting documents to be presented by visa applicants in Palestine

I. GENERAL REQUIREMENTS FOR ALL VISA APPLICANTS

- Document that proves accommodation in the Member State: booking of hotel reservation for whole period of stay in the Member State if accommodation is not provided by host or official form/invitation letter confirming accommodation by host.
- Proof of solvency : copy of bank statements for the last 3 months, and/or copy of credit card with credit card statements, and/or copy of salary slips of the last 3 months, and/or letter of invitation by company/institution confirming that they bear all costs related to travel and stay.
- Information about travel arrangement: reservation of round-trip ticket with intended dates of travel.
- Copy of ID

II. DOCUMENTS TO BE SUBMITTED DEPENDING ON THE PURPOSE OF THE VISIT

1. Business visit

- Signed invitation from Member State's company including full name of the applicant, purpose and length of visit, who will cover costs of travel and accommodation, company's contact details;
- Letter from employer stating that applicant is the employee of the company, mentioning position and salary as well as professional mission.

2. Visit of a friend

- Signed invitation from a friend including full name of the applicant, purpose and length of visit, address of stay in Member State, contact details of the host). Some Member States require that the inviting person use a standard form of proof of sponsorship and/or private accommodation (cf. the website of the Member State concerned);
- Work confirmation letter from the employer with indication of annual leave.

3. Visit of a relative

- Signed invitation from the relative including full name of the applicant, purpose and length of visit, address of stay in Member State, contact details of the host). Some Schengen States require that the inviting person use a standard form of proof of sponsorship and/or private accommodation;
- Copy of relevant documents proving the family relations (certificates of birth, marriage etc.).

- Work confirmation letter from the employer with indication of annual leave.
4. Training/internship/seminar/course
- Certificate of enrolment at an education establishment or invitation from company/institution, including full name of the applicant, purpose and length of visit, address of stay in Member State, contact details of the education establishment/company/institution;
 - In case of internship, letter from the company/institution indicating if the internship is paid (how much) or unpaid.
5. Political, scientific, cultural, sports or religious events
- Signed invitation from the organizing authority of the event including full name of the applicant, purpose and length of visit, address of stay in Member State, contact details of the organizing authority;
 - Documents that prove applicant's connection with the sending organization.
6. Tourism
- Work confirmation letter from the employer with indication of annual leave.