



According to Schengen regulation (Handbook of Visa Code) article 7.10 it is the applicant who needs to submit the necessary documents to be granted a visa and the Embassy does not need to make further investigation into an application if the documentation is not sufficient. Failure to submit the required documents will lead to a refusal of the application.

**All supporting documents have to be in A4 size paper.**

Srl No.	To be submitted when travelling for journeys of members of official delegations	Yes	No	Original returned to applicant/date	Note
01	I acknowledge the visa regulations.				
02	Completed and signed application form no. 119031, 'Application for Schengen Visa'.				
03	Passport with at least two blank pages, valid for at least 3 months after leaving the Schengen territory.				
04	All previous passports. (photocopy of biopage and of all Schengen visas)				
05	One passport size color photograph (35 mm x 45 mm) full faces, light background, no older than six months.				
06	proof of financial means in the country of residence;				
07	personal bank statements, credit card statements or balance covering the last six months complemented by any other proof of financial solvency.				
08	documents related to the itinerary: (i) copy of the roundtrip airline reservation with Passenger Registration Number (or reservation number) and travel itinerary. If relevant, the entry permits for the next destination(s) of the trip; (ii) in the case of transit: visa or other entry permit for the third country of destination; tickets for onward journey.				
09	documents related to civil status: (i) marriage certificate (married applicants); (ii) divorce certificate "talak namah" (divorced applicants); (iii) death certificate, (widows or widowers); (iv) birth certificate (children).				
10	If minor: (i) consent of parents or custodian if both parents are not travelling together; (ii) photocopy of passport of parents or legal guardian; (iii) proof of economic means of parents or legal guardian (refer to point 1.); (iv) original birth certificate of the minor issued by responsible authority.				

11	a letter issued by an authority of the third country concerned confirming that the applicant is a member of the official delegation travelling to a Member State;				
12	Note Verbale from the Ministry of Foreign Affairs confirming the purpose and length of the official visit;				
13	government Order (GO) confirming the purpose and length of the official visit and that the applicant has been given authorization to leave Bangladesh for the mentioned purpose.				

**Note:** Please note that you might be called for an Interview if desired by The Embassy of Sweden, Dhaka.

REMARKS:

**Applicant:** .....

**Signature/date:**

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**VFS Staff Name:** .....

**Signature/date:**

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