



TLSCONTACT VISA APPLICATION CENTRE - RUSSIA

LIST OF DOCUMENTS

ESSENTIAL TRAVEL CERTIFICATE

If an applicant can prove that he is part of the exempted categories and that he cannot postpone his travel, he may lodge his visa application. This certificate is issued by the embassy if the essential nature of the trip is established or for people who has a valid Schengen visa.

MANDATORY DOCUMENTS

Original passport

- *Should be signed by the applicant;*
- *Must be valid for at least 3 months from the date on which you intend to leave the SCHENGEN territory, issued within the previous 10 (ten) years;*
- *Should contain at least one double blank page reserved for visa (blank front and back) for each applicant (if a child travels with parent in the parent's passport, there should be 2 blank pages (blank front and back), i.e. 4 blank pages);*
- *Without any damages.*

Proof of being a traveler with an essential function or need

Copy of round-trip flight ticket (only booking)

- *Proof of transport arrangements (bookings of tickets in/out Russia + inside Schengen);*
- *OR a detailed itinerary (in German, French or English) indicating the travel program envisaged. If host organization will be covering the costs involved with the trip, this must be indicated as well.*

Schengen travel health insurance

- *Valid for Schengen area if you apply for short stay visa (only the copy);*
- *Your travel insurance must be valid with a minimum coverage of € 30,000 in order to face any expenses that may arise in connection with your repatriation for medical reasons, urgent medical attention, or emergency hospital treatment;*
- *The insurance should cover the whole period of your stay in Schengen area. If the visa is requested with a longer validity and multiple entries, the travel insurance only needs to cover the first trip.*



Copy of old passport

If you have Schengen visas for last 3 years in the old passport, it is recommended to submit copies of Schengen visas and the page with the personal data of that passport with your application.

Copy of internal passport

Copies of pages with any stamps (the applicant's bio data, issued international passports, marital status and registration in Russia etc.).

Consent for processing of personal data

Please visit [Links and Downloads](#) page on our website to download the form, complete it according to the internal passport and attach with all your documentation.

DHL Declaration

For applying documents by post, please visit [Links and Downloads](#) page on our website to download the form, complete it and attach with all your documentation.