



Brussels, 27.4.2023
C(2023) 2743 final

ANNEX

ANNEX

to the

Commission Implementing Decision

setting out the list of supporting documents to be submitted by applicants in Egypt for short stay visas and repealing Implementing Decision C(2012)1152

ANNEX

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

I. General requirements for all applicants

1. Travel arrangements

Proof of intended means of transport and itinerary.

Proof of accommodation, such as:

- a prepaid hotel reservation
- confirmation of a hotel reservation
- confirmation of prepaid accommodation
- confirmation of private accommodation
- proof of sufficient financial means to cover accommodation costs.

Proof of private accommodation may also be provided by a host in line with certain legal requirements (some Member States require a specific national form to be completed; see Section 2).

2. Proof of financial means

Original bank account statements with an official bank stamp and signature and translations of the statements, showing activity over the last 6 months, or proof of other assets. In addition, the following documents are required.

(a) For employees:

- a certificate of employment, specifying the recruitment date, position in the company and salary level

(b) For company owners:

- original of the commercial registry and tax card.

(c) For students:

- proof of enrolment in school/university.

If relevant, proof of financial means may be given by submitting an official national form of sponsorship and/or private accommodation (required by some Member States).

3. Traveller profile (family ties and travel history)

Proof of the applicant's family ties and marital status in Egypt through an extract of the *Kid Aely* family register.

For first-time applicants or applicants who have lost their passport: The *Mogamma* (movement) certificate (indicating if the applicant has had previous passports and if the applicant has previously travelled to the Member States).

For non-Egyptian nationals: Proof of legal residence in Egypt, valid for 3 months beyond the intended date of departure from the territory of the Member States.

4. Additional requirements for minors

(a) If minors travel without their legal guardian(s):

- consent of the parental authority (both parents) or legal guardian(s) must be provided either through a notarised certificate or a form signed at the consulate premises or at the external service provider;
 - a copy of the minor’s birth certificate and a copy of each parent’s passport must be provided.
- (b) If minors travel with only one of their legal guardians:
- consent of the parental authority or legal guardian not travelling with their minor child must be provided through a notarised certificate or a form signed at the consulate premises or at the external service provider;
 - a copy of the minor’s birth certificate and a copy of the passport of the authorising adult must be provided.

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

1. Tourism

- If the applicant is employed: Confirmation of leave approval.
- If visiting more than one Member State: Trip itinerary.

2. Business

- (a) Official invitation from the inviting company (on official company paper, stamped and signed) containing the following information:
- the full address of the company and contact persons
 - nature of the business
 - name and position of the person signing the invitation
 - purpose and duration of the visit
 - person or entity who will bear the applicant’s travel and living costs.
- (b) Information to be provided by the sending company:
- Copy of the sending company’s recent registry/tax card.
 - Statement on official company paper stamped and signed, containing the following information:
 - full address of the company and contact persons
 - name and position of the person signing the statement
 - applicant’s name, position, salary and number of years employed (if applicable)
 - purpose of the visit
 - the characteristics of the applicant’s work contract
 - person or entity who will bear the applicant’s travel and living costs.

3. Visit of private family/friends

A personal letter of invitation, containing the following information:

- applicant’s full name
- host’s full name and address
- duration of visit.

If relevant, an official national sponsorship form may be requested.

If the host's data has not been checked by the authorities of the Member State dealing with the application, the applicant should present:

- (a) a copy of the host's ID card or bio data page of the host's passport
- (b) host's residence permit, if applicable
- (c) proof of residence of the host (property title deeds, rental agreements etc.) or proof of income
- (d) the host's last three payslips or their proof of income if the host is paying for the visit.

4. Medical treatment

- (a) Certificate from the referring doctor in Egypt and/or a medical institution stating the kind of medical treatment or examination needed.
- (b) Official document from the receiving medical institution confirming that it can perform the specific medical treatment and that the patient will be accepted accordingly, including an estimate of the cost of the treatment.
- (c) Financial guarantee: Confirmation of prepayment of the medical treatment or any other proof of the financial arrangements made.

5. Participation in cultural or sports events

- (a) Original letter of invitation from the organiser of the event in the destination Member State containing the following information:
 - name and date of the event
 - detailed programme of the event
 - role of the applicant in the event
 - information of the body sponsoring the trip, accommodation and expenses during the trip.
- (b) Personalised letter from the institution sending the concerned applicant, if applicable, or one of the following:
 - a document proving the applicant's membership in a national or other sports team
 - a verbal note from the Egyptian Ministry of Sport and Youth confirming the applicant's membership in a sports association.
- (c) Minors:
 - original letter from the applicant's school mentioning the full address and telephone number of the school, permission for the absence, name and position of the person giving permission
 - student card (if available).

6. Airport transit

- (a) Valid visa for the country of next or final destination
- (b) Proof of the intention of carrying out the onward journey: copy of ticket or reservation for onward flight, and explanation for travel route.